SUPPLEMENT

TO THE

MANUAL

FOR THE

MANAGEMENT OF JAILS

IN

AJMER-MERWARA

1936



CALCUTTA
GOVERNMENT OF INDIA PRESS
1933

ADMISSION REGISTER OF CONVICTS.

OF CONVICTS

9	10	11	12	13	14	15	16
Number of previous con victions (if any)	Whether classified as habi tual by— C=Convicting court M=District Magistrate J=Supdt. of Jail	Date of expiry of sentence	Revision date	Release check date.	Initials of Deputy Jailor or clerk posting revision and check dates	Initials of Jailor	Initials of Superintendent.

OF CONVICTS.

24	25	26	27	28	29
STATISTICS		Remarks showing disposal e.g., *Release*, *Transfer* Death, etc., with date In case of release under C *C rules state remissions* earned Also state conduct in Jail and trade learnt	Initials of Jailor	Initials of Superintendent.	Thumb *impression* on admission and on discharge with initials of the impression taker.
State of health at the time of discharge	Diseases while in Jail				

STATEMENT II—*contd.*

Statement showing the Religion, Age, and Previous occupation of the convicts for the year 19 —contd.

1	4																																						5			6
Month.	Previous Occupation.																																						Total			Initials of Jailor.
	A Male.																											B Female.															
	(a) Of Independent property.			(b) Agriculturists.			(c) Labourers			(d) Shop-keepers and Traders.			(e) Artizans.			(f) Domestic Servants.			(g) Miscellaneous Occupation.			(h) Government Servant.			(i) No Occupation.			(j) Married.			(k) Unmarried.			(l) Widowed			(m) Prostitutes						
	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	
January																																											
February																																											
March																																											
April																																											
May																																											
June																																											
July																																											
August																																											
September																																											
October																																											
November																																											
December																																											

AJMER CENTRAL JAIL;

Superintendent.

STATEMENT III.

Statement showing offences committed by the convicts and the punishment inflicted on them during the year 19 .

1	2	3	4			5								6	7		8	9
Month.	Average Number of Convicts.	Criminal Offences	Breach of Jail Rules.			Punishment inflicted.								Ratio of Column 5 C to Column 1.	Classification of offence.		Initial of Jailor.	Remarks.
			(a)	(b)	(c)	A	B						C					
			Smoking or having possession of forbidden articles.	Offences relating to work.	Other offences against prison descipline.	By Criminal Court.	(a) Solitary confinement.	(b) Solitary confinement with reduced diet.	(c) Reduced diet.	(d) Corporal Punishment.	(e) Other Punishment.		Total Punishment.		Major.	Minor.		
Jan.																		
Feb.																		
March																		
April																		
May																		
June																		
July																		
Aug.																		
Sep.																		
Oct.																		
Nov.																		
Dec.																		
Total																		

AJMER CENTRAL JAIL;

The 193 .

Superintendent.

STATEMENT IV.

Statement showing the convicts according to the nature and length of sentence.

A.—Simple Imprisonment.

Month.	A	B	C	D	E	F	G	H	I		J	Total.	Initials of Jailor	Remarks.
	Not exceeding one month.	Above one month and not exceeding three months.	Above three months and not exceeding six months	Above six months and not exceeding one year.	Above one year and not exceeding two years.	Above two years and not exceeding five years.	Above five years and not exceeding ten years.	Exceeding ten years.	Sentenced to Transportation beyond seas.		Sentenced to death.			
									(a) For life.	(b) For a term.				
January														
February														
March														
April														
May														
June														
July														
August														
September														
October														
November														
December														
Total														

STATEMENT IV—*contd.*

Statement showing the convicts according to the nature and length of sentence—contd.

B.—Rigorous Imprisonment.

Month.	A	B	C	D	E	F	G	H	I		J	Total.	Initials of Jailor.	Remarks.
	Not exceeding one month.	Above one month and not exceeding three months.	Above three months and not exceeding six months.	Above six months and not exceeding one year.	Above one year and not exceeding two years.	Above two years and not exceeding five years.	Above five years and not exceeding ten years.	Exceeding ten years.	Sentenced to transportation beyond seas. (a) For life.	(b) For a term.	Sentenced to death.			
January														
February														
March														
April														
May														
June														
July														
August														
September														
October														
November														
December														
Total														

RIGOROUS IMPRISONMENT WITH SOLITARY CELL.

Month.	A	B	C	D	E	F	G	H	I		J	Total	Initials of Jailor	Remarks.
	Not exceeding one month.	Above one month and not exceeding three months.	Above three months and not exceeding six months	Above six months and not exceeding one year.	Above one year and not exceeding two years.	Above two years and not exceeding five years.	Above five years and not exceeding ten years.	Exceeding ten years.	Sentenced to Transportation beyond Seas.		Sentenced to death.			
									(a) For life.	(b) For a term				
January														
February														
March														
April														
May														
June														
July														
August														
September														
October														
November														
December														
Total														

STATEMENT VI.

Statement showing Condition of Convicts released during the year 19 .

1	3	3	4					5					6	7
Month.	Number released.	Number who had neither lost nor gained weight.	Number who gained weight.					Number who had lost weight.					Initials of Jailor.	Remarks.
			A	B	C	D		A	B	C	D			
			Up to 1 lb.	From 1 to 5 lbs.	From 5 to 10 lbs.	Over 10 lbs.	Total.	Up to 1 lb.	From 1 to 5 lbs.	From 1 to 10 lbs.	Over 10 lbs.	Total.		
January . .														
February . .														
March . .														
April . . .														
May . . .														
June . . .														
July . . .														
August . .														
September . .														
October . .														
November . .														
December . .														
Total .														

AJMER CENTRAL JAIL,

The 19 .

Superintendent

STATEMENT VII.

Statement showing the escapes and recaptures of convicts for the year 19 .

Month	Remaining uncaptured on the last day of the past year	Escaped during the year			Grand Total.	Recaptured during the year			Remaining uncaptured			Unexpired portion of sentence of those who escaped during the year				Initials of Jailor	Remarks
		From inside the Jail	*From* outside the Jail	Total		Those who escaped in previous year	Those who escaped during the present year	Total	of *Previous* year	of *Present* year	Total	Under one year	Above one and under 3 years	Above 3 and under 7 years	Above 7 years		
January																	
February																	
March																	
April																	
May																	
June																	
July																	
August																	
September																	
October																	
November																	
December																	
Total																	

AJMER CENTRAL JAIL,

The 19 .

Superintendent

STATEMENT VIII.

Statement showing particulars regarding Civil and Revenue prisoners for the year 19 .

Month.	Number remaining at the close of the previous year.	Number received during the year.	Total population.	Aggregate of the daily total.	Daily average number.	Released during the year.	Escaped.	Died.	Transferred.	Remaining on the last day.	Initials of Jailor.	Remarks.
January												
February												
March												
April												
May												
June												
July												
August												
September												
October												
November												
December												
Total .												

AJMER CENTRAL JAIL,

The 19

Superintendent.

STATEMENT IX.

Statement showing the nature of the Crimes for which Convicts are imprisoned, during 193 .

Code Chapter and Section	Explanations	A One month.		B Above one and not exceeding 3 months		C Above 3 and not exceeding 6 months		D Above 6 and not exceeding one year		E Above one year and not exceeding 2 years		F Above 2 and not exceeding 5 years		G Above 5 and not exceeding ten years		H Above ten years		I Sentenced to transportation				J Sentenced to death		Total			In tials of Jailor	Remarks.
																		A for life.		B for term								
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	T		

r pages should be allowed for each year on the first of which only this heading should be printed.

Statement showing under-trial Prisoners in the Lock-up for the year 193 .

1	2			3			4			5												6			7		
Month.	Aggregate of the daily number of Prisoners under trial.			Daily average of foregoing.			Remaining on the last day of the past year.			Admitted during the year.												Transferred from other districts for trial.			Total of items Nos. 1 to 6.		
										(a) By order of Magisterial authorities in the district.			(b) By order of civil authorities and in Abkari, etc.			(c) Under special order of Government for State reasons.			(d) Re-captured after escape.								
	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T
January																											
February																											
March																											
April																											
May																											
June																											
July																											
August																											
September																											
October																											
November																											
December																											
Total																											

AJMER CENTRAL JAIL ;

Superintendent.

Statement showing under-trial Prisoners in the Lock-up for the year 193 —contd.

1	8 Discharged						9			10			11			12			13			14			15			16	17
Month	Without trial.			Acquitted after trial.			Convicted and sentenced.			Transferred			Total of items 8 to 10			Escaped			Died			Remaining in Hawalat on last day of the year			Committed to Sessions during the year out of column 14.			Initials of Jailor	Remarks
	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T		
January																													
February																													
March																													
April																													
May																													
June																													
July																													
August																													
September																													
October																													
November																													
December																													
Total																													

Ajmer Central Jail,
the 193 .

Superintendent.

Jail Register No. 4.
Book of 100 pages.

Register of Prisoners Cash Deposit for the month of 193 .

Serial No.	Names.	Balance.			Deposits.			Total.			Refunded.			Balance.			Remarks.
		Rs.	a.	p.	Rs.	a.	p.	Rs.	a.	p.	Rs.	a.	p.	Rs.	a.	p.	

Jail Register No 5
Book of 100 leaves.

APPEAL REGISTER.

Name of convict________

Admission register No ________

Parentage and caste ________

Residence______Village______Police Station______District______

Crime ______Section______of______Code

Date of sentence________

Sentencing authority________

Sentence or order________

—	Date	Initials of— Clerk	Initials of— Jailor	Particulars of reminders sent and other notes and orders
Application for copy sent .				
Copy received . . .				
Appeal to the court of ....*sent* .				
Notice of date fixed for hearing received . . .				
Data fixed for hearing . .				
Result of appeal . . .				
Date on which convict was informed				

PETITION FOR COPY OF JUDGMENT OR ORDER.

Name of convict________

Admission register No.________

Parentage and caste________

Residence______Village______Police Station______District______

Crime ______Section______of______Code

Date of sentence________

Sentencing authority________

Sentence or order________

OFFICE OF THE SUPERINTENDENT OF JAIL.

Dated *193* .

Forwarded for favour of compliance

The copy is required for appeal

Superintendent

To

____

____

____

RELEASE CHECK REGISTER.

*Month*__________ *Year*__________.

1	2	3	4	5	6	7	8	9		10		
								Initials of—		Disposal.		
Admission register number.	Class— A=Casual. B=Habitual.	Name.	Date of sentence.	Term of substantive sentence with particulars of fine and sentence in lieu of fine.	Special remarks e. g. C. T., P. R., 565 Cr. P. C. order, and other facts requiring transfer to another jail for release etc.	Original date of expiry of sentence.	Check date.	Jailor.	Superintendent.	How disposed of.	Date.	Initials of jailor.

Jail Register No 7
Book of 96 pages

MONTHLY RELEASE DIARY

*Month*____________ *Year*________

1	2	3	4	5	6	7	8	9			
								Remission gained by convict sentenced to term—			
Admission register number	Class— A = Casual B = Habitual	Name	Caste	Crime section	Residence	*Date of* release	Special instructions regarding disposal	Not exceeding one year	Over one but not exceeding two years	Over *two* but not exceeding five years	Over five years

Jailor.

Superintendent.

Jail Register No. 8.
Book of 366 pages.

RELEASE REGISTER.

Date——————

1	2	3	4	5	6	7	8	9	10	11	12	13	14
Admission register number.	Name.	Crime section.	Date of sentence.	Term of sentence.	Initials of—			Whether released on expiry of sentence or under G. C. rules noting the number of days earned.	Intials of—		Weight on admission.	Weight on release.	Remarks showing disposal otherwise than release such as transfer, death, etc., with date and initials of the Deputy jailor or clerk.
					Deputy jailor or clerk.	Jailor.	Superintendent.		Jailor.	Superintendent.			

Jail Register No 9
Book of 96 pages

TRANSFER REGISTER

1	2	3	4	5	6	7	8
Date of transfer	Admission register number	Name and Father's name	Reasons for transfer.	Name of jail to which transferred	Details of cash jewellery and other *private deposits.*	Character of prisoner.	Receipt of the officer in charge of police escort certifying that the prisoner was searched and no forbidden articles were found in his possession and the prisoner has no fresh injuries and that *the fetters were examined and found* secure (separate receipt must be taken *for cash, etc.,* in col 6)

Jail Register No. 10.
Book of 36 pages.

CONVICT WARDER'S ACCOUNT BOOK.

*Month*__________ *Year 193* .

1	2	3	4			5			6			7			8			9
Serial number.	Admission register number.	Name.	Balance from previous month.			Pay received.			Total.			Expenditure.			Balance.			Signature or thumb impression of convict warder.
			Rs.	a.	p.	Rs.	a.	p.	Rs.	a.	p.	Rs.	a.	p.	Rs.	a.	p.	
		Total																

Jailor.

Superintendent.

GENERAL SUMMARY OF PRISONERS (LONG ROLL).

Jail Register No. 11.
Book of 36 leaves.

GENERAL SUMMARY OF

*Month*________________

1	2		3		4		5		6		7		8		9		10		11	
																			Con	
					Received from Other Jails.						Transferred to Other Jails.								Relea	
Date.	Remaining on previous day.		Direct admissions.		In the Province.		Outside the Province.		Total.		In the Province.		Outside the Province.		On appeal.		On expiry of sentence.		Under remission rules.	
	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.
1																				
2																				
3																				
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23																				
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25																				
26																				
27																				
28																				
29																				
30																				
31																				
Total.																				

PRISONERS (LONG ROLL).

Year 193 .

12		13		14		15		16		17		18		19		20		20 A		20 B	
vi ts																					
sed						Transferred to mental hospitals		Escaped.		Executed.		Died		Total disposed of.		Remaining.		A and B class convicts.		Superior class under-trials	
By order of Government																					
On account of *sickness*		On recommendation of the revising board		On other grounds																	
M.	F.	M.	F.	M.	F.	M.	F	M	F	M	F	M	F.	M	F	M.	F	M	F.	M.	F.

GENERAL SUMMARY OF

*Month*____________________

1	21	22		23		24		25		26		27		28		29		30	
				Under-															
Date.	Children with their mothers.	Total number of habitual convicts confined in the Jail.		Remaining on the previous day.		Admitted.		Total.		Released.		Convicted and sentenced and released after flogging.		Transferred.		Escaped.		Died.	
		M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.
1																			
2																			
3																			
4																			
5																			
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24																			
25																			
26																			
27																			
28																			
29																			
30																			
31																			
Total .																			

PRISONERS (LONG ROLL)—*contd.*

Year 193 .

31		32		33			34	35	36	37	38	39	40	41	42	43		44	45
trials.							Civil prisoners												
Remaining.												Remaining.							
In Jail lock-up		In camp.		Total.			Remaining.	Admitted.	Total	Released.	Died.	Judgment debtors	Revenue defaulters	Internees.	Total	Non-criminal Lunatics.		Initials of Jailor.	Initials of Superintendent.
M	F.	M	F.	M	F	T.										M	F		

Jail Register Form No. 12.
Book of 50 leaves.

REGISTER OF

1 Annual serial number.	2 Date of admission into jail.	3 Name with aliases, and father's name.	4 Caste, occupation and residence.	5 Crime, section with date of warrant.	6 Information regarding character, *e.g.*, previously convicted, dangerous, approver, etc.	7 Descriptive marks and condition of beard and moustaches, if necessary.

UNDER-TRIALS.

8 Details of private		9				10 Remarks show-	11 Thumb
	the store keeper).	mission	height.	or had small pox		Deputy Jailor or clerk	of the impression taker.

Jail Register No. 13.

Book of 48 pages.

REGISTER OF CIVIL PRISONERS.

*Annual serial number*________ *Amount of decree money*________

*Name*________ *Date of admission*________

*Father's name, caste and residence.*________

1	2	3	4	5	6	7
Number of suit, name of decree holder and the court ordering imprisonment.	Term of imprisonment, date of order and monthly subsistence allowance fixed by court.	Date of expiry of sentence.	Initials of Jailor.	Initials of the Superintendent.	Health statistics.	Final disposal.
		A. Full term . B. According to diet money paid.________			Health on admission— Age________ Weight________ Height________ Had small pox or is vaccinated. Other remarks.	Reason of discharge.— Date of discharge— Jailor. Superintendent.

8	9	10	11					12
Marks of identification.	Private property on admission.	Articles of clothing supplied after admission, with cost and date of supply.	Diet money.					Amount returned to court with Nazir's signature and date.
			Date of receipt.	Amount.	Expenditure.			
					Date.	On what account.	Amount.	
		Clothing money received from court. Rs.________						

Jail Register No 14

Book of 24 pages

LUNATICS CASE BOOK

Admission register number	Name caste and occupation	Sex and age	Village Pargana and District	Section I I Code under which charged	Class A B or C	Date of admission	Date of discharge transfer or death	Number and date of Government order	
								For admission	For discharge.
1	2	3	4	5	6	7	8	9	10

Date	Medical History	Treatment *diet etc*
11	12	13

NOTE —Four pages should be allowed for each case on the first of which only this heading should be printed

DIET

Month——

1	1 Number of							
Details of diets.	Class I.				Class II.			
	Adult labouring female convicts.		Infirms.		Adult labouring female convicts.		Labouring Juveniles.	
	Flour.	Rice.	Flour.	Rice.	Flour.	Rice.	Flour.	Rice.
	Ch.	Ch.	Ch.	Ch.	Ch.	Ch.	Ch.	Ch.
Flour ...	12	...	12	...	10	...	10	...
Rice ..	...	9	...	8	...	8	.	8
Dal ...	1¼	1¼	1¼	1¼	1¼	1¼	1¼	1¼
Parched gram ...	2	2	...	...	2	2	2	2
Date.								
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								
16								
17								
18								
19								
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21								
22								
23								
24								
25								

REGISTER.

Year 193 .

diets issued							3			4		
Class III.							Wheat flour.			Flour combination No ——		
Infirms		Non-labouring convicts		Undertrials.		Total						
Flour	Rice	Flour.	Rice .	Flour.	Rice							
Ch 10 1½ .	Ch 8 1½ .	Ch 10 1½ 2	Ch 8 1½ 2	Ch. 10 1½ 2	Ch 8 1½ 2							
							M	s	c	M.	s	c

DIET

Month——————

1	5			6			7			8		
Details of diets.	Rice. 4 Chs.			Dal arhar 1¼ Ch.			Dal moong/urd 1¼ Ch.			Parched gram. 2 Ch.		
Date.	M.	S.		M	S.	O.	M.	S.	O.	M.	S.	O.
1												
2												
3												
4												
5												
6												
7												
8												
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25												
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27												
28												
29												
30												
31												
Total ...												

1	9			10			11			12		
Details of diets.	Vegetables @ 4 Ch.			Sweet oil @ 4/25 Ch.			Chillies 1/25 Ch.			Turmeric @ 1/50 Ch.		
Date.	M.	S.	O.	M.	S.	O.	M.	S.	O.	M.	S.	O.
1												
2												
3												
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28												
29												
30												
31												
Total ...												

REGISTER—*contd.*

Year 193 .

13			14			15			16			17			18			19			20	21	22
Salt @ 2/5 Ch.			Coal @ Ch.			Firewood 6 Ch.			Amchur 1/12 Ch., lime juice 1/4 Ch., Tamarind Pulp (free from husk & Seed) 1/5 Ch.			Coriander 1/25 Ch.			—			—			Initials of store-keeper	Initials of Jailor.	Initials of Superintendent.
M	S	C	M	S	C	M	S	C	M	S	C	M.	S	C	M	S	C	M	S	C			

Jail Register No. 1-B.

Book of 72 leaves.

HOSPITAL DIET

Month——————

1	2					
Details of diets.	Number of diets issued.					
	Class I Milk.	Class II Milk and Sago.	Class III Milk and Rice.	Class IV Rice and Dal.	Class V Wheat.	Total.
	Ch.	Ch.	Ch.	Ch.	Ch.	
Wheat ...	„	„	„	„	10 „	
Rice ...	„	„	4 „	6 „	„	
Dal ...	„	„	„	2 „	1¼ „	
Milk ...	As required.	1 seer.	1 seer.	„	„	
Sago ...	Ch.	2 Ch	Ch.	„	„	
Sugar ...	As required.	1 Ch.	1 „	„	„	
Date.						
1						
2						
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19						
20						
21						
22						
23						
24						
25						
26						
27						
28						
29						
30						
31						
Total ...						

REGISTER

Year 193 .

3			4			5			6			7		
Wheat flour			Rice			Dal			Milk			Sago		
Mds	S	C	Mds	S	C	Mds	S	C	Mds	S	C	Mds	S	C.

HOSPITAL DIET

Month—

1	8			9			10			11			12			13			14		
Details of diets.	Sugar.			Ghee @ 1/8 Ch. for diets IV and V.			Vegetables @ 3 Ch. for diets IV and V.			—			Spices at 1/10 Ch. per prisoner for diets IV and V.			—			Salt @ 2/5 Ch. for diets IV and V.		
Date.	Mds.	s.	c.	Mds.	s.	c.	Mds.	s.	c.	Mds.	s.	c.	Mds.	s.	c.	Mds.	s.	c.	Mds.	s.	c.
1																					
2																					
3																					
4																					
5																					
6																					
7																					
8																					
9																					
10																					
11																					
12																					
13																					
14																					
15																					
16																					
17																					
18																					
19																					
20																					
21																					
22																					
23																					
24																					
25																					
26																					
27																					
28																					
29																					
30																					
31																					
Total ...																					

REGISTER—*contd.*

Year 193 .

15			16			17			18			19			20	21	22	23
Coal.			Fire wood @ 8 Ch.			—			—			—			Initials of Store-keeper	Initials of Medical Subordinate drawing rations	Initials of Jailor	Initials of Superintendent.
Mds	s.	c	Mds	s	c	Mds	s	c	Mds	s	c	Mds	s	c				

Jail Register No. 16.

Book of 36 leaves.

Month ____________ MILL

1	2		3			4											
Date.	Number of mills.		Number of convicts employed on grinding.			Grain											
	At work.	Not at work.	Wheat.	Mixed grain.	Dal.	Wheat.			Gram.			Bajra or Makka.			Dal (specify).		
						M.	S.	C.	M.	S.	C.	M.	S.	C.	M.	S.	C.
1																	
2																	
3																	
4																	
5																	
6																	
7																	
8																	
9																	
10																	
11																	

REGISTER

1ear 193

receiv d						5 Flour & Dal sent into store														
						Wh at flour			Fl u combination No —			Dal (spec fy)								
M	s	c	M	s	c	M	s	c	M	s	c	M	s	c	M	s	c	M	s	c

MILL

Month ______

Date	8 Bran and loss in																	
	Wheat.						Flour combination No.—						Dal.					
	Bran.			Loss.			Bran.			Loss.			Bran.			Loss.		
	M.	s.	c.	M.	s.	c.	M.	s.	c.	M.	s.	c.	M.	s.	c.	M.	s.	c.
1																		
2																		
3																		
4																		
5																		
6																		
7																		
8																		
9																		
10																		
11																		
12																		
13																		
14																		
15																		
16																		
17																		
18																		
19																		
20																		
21																		
22																		
23																		
24																		
25																		
26																		
27																		
28																		
29																		
30																		
31																		
Total .																		

REGISTER—*contd*

Year 193

grinding only												7	8	9	10
												Initials of store keeper	Initials of Jailor	Initials of Superintendent	Remarks
Bran			Loss			Bran			Loss						
M	s	c	M	s	c	M	s	c	M	s	c				

Memo of loss in cleaning and grinding

Name of grain	Quantity ground	Loss	Average per md

REGISTER.

Year 193 .

5							6							7						
Mixed grain							Rice.							Dal.						
Quantity			Rate per rupee	Cost			Quantity			Rate per rupee	Cost.			Quantity			Rate per rupee	Cost.		
M	s	c		Rs	a	p	M	s	c		Rs	a	p	M	s	c		Rs	a	p.

Detail of

PURCHASE OF GRAIN

*Month*__________

7 (a)	8			9			10		
	Mustard oil.								
	Quantity.	Rate per rupee.	Cost.	Quantity.	Rate per rupee.	Cost.	Quantity.	Rate per rupee.	Cost.
	M. s. c.		Rs. a. p.	M. s. c.		Rs. a. p.	M. s. c.		Rs. a. p.
Balance of last month									
Date of purchase									
Total									
Expenditure									
DIET OF									
Convicts									
Sick convicts									
Under trials									
Sick under trials									
Loss									
Total expenditure									
Balance									

Certified that the total cost of remaining in hand shown herein tallies
Checked and found correct.

Jailor.

REGISTER.

Year 193 .

11							12							13							14		
														Coal.									
Quantity			Rate per rupee	Cost			Quantity			Rate per rupee.	Cost			Quantity.			Rate per rupee.	Cost.			Daily total of purchase.		
M	s.	c		Rs	a	p	M	s	c		Rs.	a.	p.	M.	s.	c.		Rs.	a.	p	Rs.	a.	p.

with the balance shown in the Ledger [illegible]

[illegible]

Jail Register No. 18.
Book of 96 pages.

STOCK BOOK

Name of article ____________________

1	2			3			4			5								
										Details of								
Date	Balance of previous week.			Received.			Total.			Issued to establishment.			Diet of convicts.			Diet of sick convicts.		
	M.	s.	c.	M.	s.	c.	M.	s.	c.	M.	s.	c.	M.	s.	c.	M.	s.	c.
1																		
2																		
3																		
4																		
5																		
6																		
7																		
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23																		
24																		
25																		
26																		
27																		
28																		
29																		
30																		
31																		
Total .																		

OF RATIONS.

Month ______________ *Ye*— ________

expenditure															6			7
Diet of under-trials			Diet of sick under-trials						Daily total of expenditure			Weekly progressive total of expenditure			Balance in stock (to be entered each ration day and at the end of the month).			Remarks and Jailer's weekly verification notes.
M	s.	c	M	s	c	M	s	c	M.	s	c	M	s.	c	M	s	c	

STOCK BOOK.

Year 193 .

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
Name of articles.	Blankets	Blanket coats	Beddings.	Vessels	Dosuti coats.	Janghias.	Langots.	Leather gaiters.	Caps	Towels.	Chadars.	Lahngas	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Issued to prisoners-Date																	
1																	
2																	
3																	
4																	
5																	
6																	
7																	
8																	
9																	
10																	
11																	
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23																	
24																	
25																	
26																	
27																	
28																	
29																	
30																	
31																	
Total																	
Condemnations (specify in words) date																	
Grand Total																	
Balance in store with prisoners																	
Total																	

Checked and found correct Number shown [illegible] have been verified by me.

Jailor.

REGISTER.

8	9	10	11
From what circle and barrack received and when taken ill.	Disease.	Date of discharge or death.	Remarks.

REGISTER OF HOSPITAL DIET AND EXTRAS.

DIET AND EXTRAS.

Year ______

7		8		9		10		11		12		13		14		15		16	
s	c	s	c	s	c	s	c	s	c	s	c	s	c	s	c	s	c	s	c

DIET AND EXTRAS.

*Year*__________

23		24		25		26		27		28		29		30		31		Total					
																		Quantity			Cost.		
s.	c.	s	c.	s.	c.	s.	c.	s	c.	s.	c.	s	c	s.	c.	s.	c	M	s.	c.	Rs.	a.	p.

Jail Register No. 25.
Book of 96 pages.

VISITORS BOOK.

1 Remarks by the visitor.	2 Notes by the Superintendent.	3 Orders passed by the Inspector-General of Prisons.

REGISTER OF DUTIES OF WARDERS.

OF WARDERS

June			July			August			September			October			November			December		
Post or duty	From	To	Post or duty	From	To	Post or duty	From	To	Post or duty	From	To	Post or duty	From	To	Post or duty	From	To	Post or duty	From	To

BOOK.

Month ———————— *year.*

12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	

BOOK

Month ——————— *year.*

12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	—

BOOK

Month ——————— *year.*

12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	—

GANG DISTRIBUTION

Month ____________

Gang number.	Name of gang.	Name of warder incharge.	16		17		18	
			Morning.	Midday.	Morning.	Midday.	Morning.	Midday.
		TOTAL .						
		Initials of distributing officer .						

REGISTER.

Year ————.

19		20		21		22		23		24		25		26		27		28		20		30		31	
																							Midday	Morning	Midday

REGISTER.

nderlined in red]

Month ________ *year*

							Total	Initials of Jailor	Initials of Medical Officer and Superintendent	Remarks.

Jail Register No. 30.
Book of 370 pages.

LOCK-UP REPORT BOOK.

Dated the 19 .

	Remaining.	Received.	Total.	Discharged.	Remaining.
Civil . . .					
Rigorous . .					
Simple . .					
Undertrials .					
Total .					
Lunatics . .					
Grand Total .					

1		2	3	4	5	6	7	8	9		Lunatics.	Extra mural ward I.	Extra mural ward II.				Total.
Upper story.	Lower story.								Upper story.	Lower story.							

European ward		10	11	12	13	14	Solitary cells.	Court cells.	Condemned cells.	Cubicle I.	Cubicle II.	Cubicle cells.		Total.		Grand Total.
I.	II.															

Number of hours.	Head warder.	1 to 9.	9 to 14.	Cubicles.	Patrol.	Extramural wards.
18 to 21 . .						
21 to 23 . .						
23 to 1 . .						
1 to 3 . .						
3 to 6 . .						

Jail Register No 31
Book of 96 pages

CONTROL CLOCK RECORDS BOOK.

*Year*________

Names of warders on duty and date should be written on the control clock records.

Jail Form No. 32.
65 Books of 24 pages each.

FETTER REGISTER.

NOTES.—1. A separate set of pages should be allotted for undertrials.

2. *In Central Prisons a separate set of pages should be allotted for each circle or division of the jail.*

1	2	3	4	5	6	7	8
Name.	Admission register number.	Reason for imposition.	Period for which imposed.	Date of imposition.	Initials of Jailor.	Date of removal of fetters.	Initials of Jailor.

PUNISHMENT REGISTER.

Jail Register No. 33.
Book of 18 leaves.

PUNISHMENT

1		2	3	4	5	6	7	8	9	10	11
Serial number.		Register number.	Name.	Age.	Sex.	Class { A = Casual. B - Habitual.	Rank—(if C. N. W. C. O. or C. W.)	Number of previous offences.	Offence committed.	Date on which offence was committed.	Date on which Superintendent dealt with the case.
Annually.	Monthly.										

REGISTER.

12	13	14	15	16	17	18
Name of witnesses in the case of serious offences and evidence of witnesses, defence of convict and finding when whipping is awarded	Punishment ordered	Certificate of M O when punishment is whipping, change of labour or standing hand cuffs	Classification of Offence, i e, minor or major	Initials of Jailor	Initials of Superintendent.	Remarks.

Jail Register No. 34.
Book of 30 pages.

ESCAPE REGISTER.

Annual serial number of escape. ________

CONVICT.
UNDERTRIAL.
CIVIL.

FROM INSIDE. / OUTSIDE. JAIL.

1. Name (in capital letters) . . . . ________
2. Jail admission register No. . . . . ________
3. Father's name and caste . . . . ________
4. Place of residence . { Village . . ________
   Police station . ________
   Tahsil . . ________
   District . . ________
5. Crime . . . . ________
6. Term of sentence . . . . . . ________
7. Date of sentence . . . . . . ________
8. Unexpired portion of sentence . . . ________
9. Name of convicting court . . . . ________
10. Marks of identification, and height, age, etc. ________
11. Date and time of escape . . . . ________
12. Time when alarm was sounded . . . ________
13. Part of the Jail from which the escape occurred. ________
14. Brief narrative of the escape in which reference should be made to all officials responsible for the escape. ________
15. Action taken by the Superintendent for the re-apprehension of the prisoner. ________
16. Time of despatch of the information to the District Magistrate, Superintendents of District Police and Government Railway Police. ________
17. Amount of reward notified . . . . ________

Jailor. *Superintendent.*
Date ________ *Date* ________

(A copy of entries 1 to 17 should be submitted immediately to the Inspector-General of Prisons.)

18. Details of punishments awarded to Jail Officials responsible for escape. ________
19. Date of re-apprehension of the prisoner and details of punishment awarded. ________
20. Names of persons who received rewards and date of payment. ________

Jailor. *Superintendent.*
Date ________ *Date* ________

REGISTER OF SOLITARY CONFINEMENT.

Jail Register No. 36.
Book of 72 pages.

LABOUR

Month ______

—	Particulars.	1	2	3	4	5	6	7	8
	Convicts sentenced to simple imprisonment Convicts sentenced to death								
	Total not sentenced to labour								
	S. I. convicts who have elected to labour . . Convicts under sentence of labour . . .								
	Total liable to work . . .								
To be filled up on Sundays & Jail holidays.	Convicts sentenced to labour and S. I. convicts who have elected to labour (after deducting the number employed on essential duties and shown below)								
	UNEMPLOYED.								
	Sick								
	Convalescent and infirm								
Not employed for other reasons.	Under observation . . . . . . Attending court . . . . . . Quarantine (if no labour) . . . . . ______ . . .								
	Total unemployed								
	EMPLOYED.								
	On unremunerative labour								
	(Specify) ______ . . .								
[illegible]ison officers.	Convict warders . . . . Convict overseers . . . . Night watchmen doing no work in day . .								
	Total convict officers								
[illegible]ison servants.	Cooks . . . . Watermen . . . . Sweepers . . . . Sweepers & watermen for officials quarters . . Barbers . . . . Parchers & weighmen . . . . . . Wood cutters . . . . Hospital attendants								
	Total Prison ser[illegible]								

REGISTER.

Year 193 . Number of Working days in the month ______________

9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total figures for working days.

Jail Register No. 37.
Book of 96 pages.

SUPERINTENDENT'S—MEDICAL OFFICER'S

ORDER BOOK.

1	2	3
Annual serial number and date of order.	Orders.	Signatures of the officials concerned.

Form No 38.

SUB-ASSISTANT SURGEON'S REPORT BOOK AND HOSPITAL MORNING STATE REGISTER.

*Strength*________________ *Date*_________ *19* .

1 Diseases.	2 Remained	3 Since admitted	4 Discharged.	5 Died	6 Remaining	7 Remarks.
Fevers						
Diarrhœa						
Dysentery						
Tubercle of lungs						
Catarrh						
Rheumatism						
Boil						
Skin diseases						
Surgical cases						
Total .						
Infirm and convalescents						
Detained for observation						

Officials on the sick report.

1 Name	2 Rank.	3 Disease.	4 Admitted on	5 Discharged on	6 Remarks.

Names of prisoners who [illegible].

1 Jail admission register number	2 Name.	3 [illegible]	4 Time of ad- [illegible]	5 Time of [illegible]	6 [illegible]

Jail Register No. 34.
[illegible]

PARTICULARS OF PATIENTS ATTENDING HOSPITAL.

1	2	3	4	5	6
[illegible]	[illegible]	[illegible]	Disease.	Orders by Medical Officer.	Remarks regarding treatment, diet, etc.

A=Admitted M=Medicine given and sent back to work D=Detained for observation.

Report by the Medical Subordinate.	Orders by the Medical Officer.
Medical Subordinate.	*Medical Officer.*

Locked up......................Prisoners and Lunatics. Total

Jailor.

SECURITY REGISTER.

Jail Register No. 39.
Book of 36 leaves.

SECURITY

Month——————

1	2	3	4	5	6		
Post office account number.	Name of officer.	Rank and pay.	Total security required. Rs.	Monthly deductions required. Rs.	Amount in the P. O. savings bank on last day of the previous month. Rs.	a.	p.

REGISTER.

Year ——————

7 Deposited in this month Rs	8 Interest Rs. a p	9 Withdrawals. Rs. a. p.	10 Amount in the P. O. savings bank on last day of this month. Rs. a. p.	11 Security held in promissory notes and postal cash certificates. Rs. a. p.	12 Signature of depositor.

Jail Register No. 40.
Book of 36 pages.

PRISON OFFICIALS PUNISHMENT REGISTER.

1	2	3	4	5	6	7	8	9	10	11
Date.	Name of Official.	Rank.	Period of employment in the Jail Department.	Nature of offence.	Number of previous punishments.	Punishment for the present offence.	Initials of Superintendent.	Date of entry of Punishment in Service Book.	Date of Pay Bill from which fine realised.	Remarks.

Jail Register No 41
Book of 96 pages

JAILOR'S REPORT BOOK.

1	2	3
Serial number and date	Report	[illegible]

Jail Register No. 42.
Book of 196 pages.

GATE KEEPER'S BOOK.

Date ——————————— *193* .

1	2	3	4	5			6	7
				Particulars of out-gangs.				
Time. وقت	In—Arrival. Out—Departure. اندر یا باہر	Name. نام	No. of the key bunch taken or deposited. کنجی کے گچھے	Gang No. نمبر گمان	Number of prisoners in the gang. تعداد قیدیان	Name and signature of warder incharge. نام و دستخط وارڈر انچارج	Articles received. اشیاء جو اندر آئیں	Articles taken out. اشیاء جو باہر گئیں

REGISTER OF OUT-GANGS.

Jail Register No. 43.
Book of 30 pages.

REGISTER OF

Admission register number.	Ring number.	Name.	1		2		3		4		5		6		7		8		9	
			A. M.	P. M.	A. M.	P. M.	A. M.	P. M.	A. M.	P. M.	A. M.	P. M.	A. M.	P. M.	A. M.	P. M.	A. M.	P. M.	A. M.	P. M.
		Total .																		
		Initials of the clerk calling roll .																		
		Initials of gatekeeper . . .																		
		Initials of Jailor																		

OUT-GANGS.

10		11		12		13		14		15		16		17		18		19		20		21		22		23		24		25		26		27		28		29		30		31	
A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M

Jail Register No. 43.
Book of 30 pages.

REGISTER OF

Admission register number.	Ring number.	Name.	1 A. M.	1 P. M.	2 A. M.	2 P. M.	3 A. M.	3 P. M.	4 A. M.	4 P. M.	5 A. M.	5 P. M.	6 A. M.	6 P. M.	7 A. M.	7 P. M.	8 A. M.	8 P. M.	9 A. M.	9 P. M.
		Total .																		
		Initials of the clerk calling roll .																		
		Initials of gatekeeper . . .																		
		Initials of Jailor																		

OUT GANGS

10		11		12		13		14		15		16		17		18		19		20		21		22		23		24		25		26		27		28		29		30		31	
A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M	A M	P M

Jail Register No. 46.

Book of 36 leaves.

Authorized Annual proportion.

	Strength.	Allowance per warder.	Number.
Reserve warder .			
Warders . .			
Total .			

AMMUNITION REGISTER.

Name of Article——————

1	2	3	4	5		6	7			8		9		10	11	12
				Issued.			Expended.			Returned.		Balance.				
Date of receipt or issue.	In stock.	Received.	Total.	Quantity.	To whom.	Receipt of the official receiving ammunition.	Date.	Quantity.	For what purpose.	Date.	Quantity.	Date.	Quantity.	Signature of Jailor.	Signature of Superintendent.	Remarks.

Jail Register No. 47.
Book of 36 pages

STORAGE ACCOUNT BOOK.

RECEIPTS.

Name of Grain ————————

1	2			3												4	5	6
Suppliers invoice number with date	Quantity.			Quantity stored in—												Initials of jailor.	Initials of Superintendent.	Remarks.
				Pit. No 1.			Pit. No. 2			Pit. No. 3.			Pit. No. 4.					
	M.	s.	c.	M.	s.	c.	M.	s	c.	M.	s.	c.	M.	s.	c.			
Total.																		
Excess or deficiency found in each pit.																		
Initials of Superintendent with date.																		

Issues and balance.

1	2	3			4	5			6			7	8
Date.	No of pit from which issued.	Quantity.			Initials of store keeper.	Progressive total of issues from each pit			Balance in all pits			Initials of Jailor	Remarks.
		M.	s.	c		M.	s.	c.	M.	s.	c.		

Jail Register No. 48.
Book of 48 leaves.

PRISON

- Receipts.

1	2	3	4	5			6		
Ledger page.	Date of receipt.	Serial number of cash receipts.	Particulars of receipts.	Amount.			Total.		
				Rs.	A.	P.	Rs.	A.	P.

CASH BOOK.

DISBURSEMENTS.

1	2	3	4	5			6		
Ledger page	Date of disbursement.	Serial number of cash payment.	Particulars of disbursements	Amount.			Total.		
				Rs.	A	P.	Rs.	A.	P.

Jail Register No. 49.
Book of 96 pages.

PRISON LEDGER.

1	2	3	4			5			6	7	8	9			10		
Date.	Particulars of receipts.	Prison cash book page.	Amount.			Total.			Date.	Particulars of disbursements.	Prison cash book page.	Amount.			Total.		
			Rs.	A.	P.	Rs.	A.	P.				Rs.	A.	P.	Rs.	A.	P.

Register No 50

REGISTER OF CASH BALANCES

For the month of ______________ 193   ______________ *Jail*

Ledger page	Ledger headings	Receipts									Expenditure									By balance			To balance		
		By balance of last month			Received during the month			Total			To balance of last month			Expended during the month			Total								
		Rs.	A	P	Rs	A	P	Rs	A	P	Rs.	A	P	Rs	A	P	Rs	A	P	Rs	A.	P	Rs	A	P

I declare that the items in the above Memo agree with accounts in the *Ledger and that I* have personally examined and found them correct

Jailor

Total Rs ______

Deduct to Balance Rs

Cash Balance Rs

I declare that the Cash Balances brought out in the above *Memo agree* with the balance shown in the Cash Book and also with the amount in the Prison Treasure chest which I have examined

Superintendent

NOTE —A cash balance sheet is to be kept up in each department of the prison *vide* Jail Manual *Section* 691

Jail Register No. 51.
Book of 30 pages.

REGISTER SHOWING THE ACCOUNT OF SERVICE POSTAGE STAMP AND POST CARD FOR PRISONERS LETTERS.

1	2	3	4	5	6	7	8	9	10
No.	Date.	Register No.	Name of Prisoners.	Particulars of letter sent.	Amount of Postage.	Daily total and Balance.	Initials of clerk.	Initials of Jailor.	Initials of Superintendent.

Jail Register No 52
Book of 96 pages

SECTION —

REGISTER OF COMPLETED RECORDS

NOTE —The register should be divided into four sections, as follows—

A For records which should be maintained PERMANENTLY
B " " " For TEN YEARS
C " " " For FIVE YEARS
D " " " For TWO YEARS

1	2	3			4	5	6	7	8	9
Date of deposit	Serial number	Particulars of completed records			Number of almirah or shelf	Year upto which to be retained	Initials of Jailor	Initials of Superintendent with date of authorising destruction	Initials of Jailor with date on which destroyed	Remarks.
		Name or Number	Period							
			From	To						

Jail Register No. 53.
Book of 96 leaves.

REGISTER OF LETTERS AND STAMP ACCOUNT.

Year 193 .

1	2	3	4	5			6			7	8	9
No. of letter.	Date of despatch.	To whom despatched.	Substance of subject.	Amount of postage.			Total and daily balance.			File No.	Number and date of letter of which it is a reply.	Remarks.
				Rs.	A.	P.	Rs.	A.	P.			

Jail Register No. 53-A.

Book of 96 leaves.

RECEIPT REGISTER.

Year——————

1 Receipt No.	2 Date of Receipt.	3 *From* whom received.	4 Substance of subject.	5 File No.	6 Previous reference, if any	7 Remarks.

Jail Register No. 54.

Book of 96 pages.

STATION DAK BOOK.

1 Date.	2 No.	3 To whom.	4 Subject.	5 By whom delivered.	6 Signatures of receiver.

Jail Register No 55
Book of 96 pages.

REGISTER OF GOVERNMENT PROPERTY.

Year————————

1	2	3	4		5	6		7	8	9
Serial number.	Description of articles	No in stock on first day of the year	Purchased during the year.		Total	Declared unserviceable		Balance in stock, at the end of the year	Initials of the *officer* responsible	Remarks and signatures of Jailor or Supdt. verifying stock.
			Date	No		Number.	Initials of Supdt with *date*			

STOCK BOOK OF DEAD AND LIVE STOCK.

Jail Register No. 56.
Book of 36 pages.

NOTES.—

1. Please enter in this register live stock and all stores such as European locks, iron safe, control clocks, beam scales, ordnance stores, machines of European manufacture and tents.
2. Furniture, *e.g.*, tables and chairs, country locks, medical stores and other stores of less than Rs. 25 in value need not be shown in this register.
3. The Superintendent shall check and sign this stock book annually on 1st April.

1	2	3	4			5	6	7			8	9
Date of receipt.	Name of articles with description.	Number of pieces.	Cost.			Initials of Superintendent.	Date of disposal.	Value realized.			Initials of Superintendent.	Remarks.
			Rs.	A.	P.			Rs.	A.	P.		

Jail Register No. 57

Book of 36 pages.

STOCK BOOK OF FORMS.

NOTES —

1. *Stock account of Factory Registers No. 10 and 11 and forms received from the Government* Press should be kept in this Register.
2. In case of Factory Register No. 10 "Cash receipt book" the book numbers of the Registers *received and issued should be recorded.*

1 Date.	2 Number of copies received.	3 Number issued.	4 Balance.	5 To whom issued.	6 Purpose for which issued.	7 Signature *of person* receiving.

C. A. C. 14.

DEPARTMENT

Date.	To whom paid. / Appropriation for each head.	No. of { Sub-voucher. / Contingent abstract. }					
	Total carried forward.						

OF THE DISTRICT, 193 .

	Unusual Charges		Total of each contingent abstract	Total of each month's bill	Date of detailed bill	Date of admission with initials	Remarks
	Description	Amount					

Form No. 1.

Book of 192 pages.

FACTORY ORDER BOOK.

Date.	No.	Party ordering.	Description of order.	Signature of officer in charge of factory.	Superintendent's initials.

Factory Form No 2
Book of 200 pages

(Counterfoil) ______________ *Jail Factory*

Indent on suppliers.

To ______________

Please supply the following —

Name of material	Number or quantity	Rate	Date by which the materials should be supplied	Special instructions as to quality etc

Indent No ________ Dated ________

Prepared by Approved

Store-keeper. *Jailor.* *Superintendent*

Materials received on ________

Signature of contractor or his agent.

(Foil for the supplier.) ______________ *Jail Factory*

Indent on suppliers.

To ______________

Please supply the following —

Name of material	Number or quantity	Rate	Date by which the materials should be supplied	Special instructions as to quality, etc

Indent No ________ Dated ________

Prepared by Approved

Store keeper.

Jailor,

Superintendent.

94

Factory Form No. 3.
Book of 200 pages.

REGITER OF DAILY PURCHASE OF MATERIALS.

1	2	3	4	5	6			7	8			9			10	11	12	13	14	15	16
Date of receipt.	Quarterly serial No. of supplies invoice.	Page of materials stock register (Form No. 4).	Description of material.	Number.	Quality.			Rate.	Price.			Progressive total.			Page of general ledger (Form No. 12.)	Suppliers name.	Initials of Jailor.	Initials of Superintendent.	Date of payment.	Quarterly serial number of payment in cash book.	Initials of Superintendent.
					M.	s.	c.		Rs.	a.	p.	Rs.	a.	p.							

Factory Form No 4
Book of 500 pages

STOCK BOOK OF MATERIALS FOR THE YEAR———.

Name of materials ————————

1	2				3						4				5			6				7
Date of transaction	Balance				Receipts						Total				Issues			Closing balance				Initials of store keeper
	Number or quantity	Price			Quarterly serial number of suppliers invoice	Number or quantity	Rate	Price			Number or quantity	Price			Factory to which issued	Quantity	Total	Number or quantity	Price (to be filled in at the end of quarter)			
		Rs	a	p				Rs	a	p		Rs	a	p					Rs	a	p	

Factory Form No. 5.
Book of 500 pages.

STOCK BOOK OF MANUFACTURED GOODS.

Name of article ________________ *Size or Description* ________________ *Rate* ________________ *per* ________________

1	2				3			4					5				6			7	8
	Receipts.				Cost price (to be filled in the case of jail supplies only).			Issues.					Closing balance.				Value of closing balance (to be filled in at the end of quarter).			Initials of the store-keeper in charge.	Quarterly verification, remarks and other notes.
Date.	Number.	Weight.						Number.	Weight.			State purpose if not sold.	Number.	Weight.							
Balance brought forward.		Md.	s.	c.	Rs.	A.	P.		Md.	s.	c.			Md.	s.	c.	Rs.	A.	P.		

Factory Form No 6
Book of 200 pages

REGISTER OF DAILY SALES OF GOODS

Date	Page of stock book No 5	Page of ledger Form No 8 if sold on credit	No of invoice or *bill for* each supply *made*	Name of customers and description of goods sold	Rate.	Amount			Total			Progressive total.			*Page of general ledger Form No 12*	—
						Rs	A	P	Rs	A	P	Rs	A	P		

Factory Form No. 7.
Book of 200 pages.

RECEIPT VOUCHER.

(For goods sold on credit.)

Name ______________________

Address ______________________

Date of sale.	Description of goods sold.	Number.	Weight.	Rate.	Value.			Remarks.
					Rs.	A.	P.	
				Total.				

Note.—Total amount must be stated in words as well as figures.

Entered in sale book No. 6 on______________. Received the goods mentioned above.]

Store-keeper.

Signature.

Factory Form No. 8.
Book of 100 pages.

REGISTER OF OUTSTANDING DEBTS AND ADVANCES.

(*Name of customers*) *Messrs* ____________________

Dr | Cr

Date of supply	Particulars of goods supplied.	Sail book folio	Number of the invoice or bill for each supply made.	Amount			Total			Date	Particulars of realization	Cash book folio	Amount			Total		
				Rs	A	P	Rs	A	P				Rs	A	P	Rs	A	P

Factory Form No. 9.
Book of 200 leaves.

BILL FOR GOODS SUPPLIED.

No.__________ __________D

Date__________ __________

To__________Jail Manufactor

Date of supply.	Description of goods supplied.	Quantity.	Rate.	Valu
				Rs.

Note.—Total amount must be stated in words as well as figures.

Accountant

Remittances should be made payable to the Superintendent

Factory Form No 10.
Book of 200 leaves.

BOOK NO.

CASH RECEIPT.

Quarterly serial number of receipts ____________

Rs ____________

Received from ______________________________

____

the sum of Rupees ______________________________

____

in $\frac{\text{full}}{\text{part}}$ payment of bill No   dated

____________ Jail

____________ 193 .   *Jailor or Superintendent*

Progressive total of factory receipts since last remittance to Treasury. } Rs. ____________

BOOK NO.

CASH RECEIPT.

Quarterly serial number of receipts ____________

Rs ____________

Received from ______________________________

____

the sum of Rupees ______________________________

____

in $\frac{\text{full}}{\text{part}}$ payment of bill No   dated

____________ *Jail*

The ____________ *193*   *Jailor or Superintendent.*

Fly Sheet Form No. 13.

FACTORY ABSTRACT FOR THE YEAR 193 .

Name of Factory.	1st Quarter.			2nd Quarter.			3rd Quarter.			4th Quarter.			Total.		
	B	C	Percentage.	B	C	Percentage.	B	C	Percentage.	B	C	Percentage.	B Cost of materials consumed.	C Stock Profit.	Percentage. of C or B.
Weaving Factory .															
Matting Factory . .															
Oil Press . . .															
Total .															
Initials of Accountant .															
Jailor . . .															
Superintendent . .															

BOOK OF ESTIMATES FOR THE YEAR 193 .

Factory Form No. 14.
Book of 200 pages.

Estimate No. ______

For making ______

A Price of Materials.				B Estimated value of wages.				C Charge for wear and tear of tools.			
Description and rates.	Price.			Description.	Amount of wages.			Percentage.	Amount.		
	Rs.	A.	P.		Rs.	A.	P.		Rs.	A.	P.

FOR THE YEAR 193 .

Per unit of ______________________

Profit calculated on (A+B)				Total estimated price			Local market rate (if any)			Price fixed by the Superintendent								
Percentage	Amount									Jail Department			Government Departments			Public		
	Rs	A	P	Rs	A	P	Rs	A	P	Rs	A	P	Rs	A	P	Rs	A	P

Factory Form No. 15.
Book of 24 leaves.

FACTORY LABOUR DISTRIBUTION REGISTER.

For the month of ______________ *193* .

Particulars of labour.	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total.
WEAVING FACTORY.																																
Thread openers																																
Warp makers																																
Cloth weavers																																
Newar weavers																																
Durrie weavers																																
Carpet weavers																																
MATTING FACTORY.																																
Munj pounders																																
Ban twisters																																
Weavers																																
Aloe pounders																																
Hemp twine and aloe twine																																
Hemp mats and aloe mats																																
BLACKSMITHS SHOP.																																
Blacksmith																																
Carpenters																																
Grand total of prisoners ...d in manufactures																																

Factory Form No 16.
Book of 24 pages.

LOOM REGISTER FOR WEAVING FACTORY FOR THE YEAR 193 .

*No of Loom*______________________________

*Name of Weaver*__________________________

NOTE—Work of each loom should be shown on consecutive pages for the whole year

Date of receipts by Weavers	Price number	Quality and Weight of Warp			Weight after sizing	Quality and Weight of Weft thread			Manufactured cloth				Weight of Weft thread returned	Loss in manufacture	Date of completion	Initials of Factory officer	—
		Count	Weight			Count	Weight		Description	Length	Width	Weight					
			S s	Ch			Srs	Chs.									

Factory Form No. 17.
Book of 24 pages.

REGISTER OF MATERIALS ISSUED FROM STORE AND RECEIVED IN THE FACTORIES FOR THE MONTH OF ________ 193 .

Date.	Description of materials.	Number or quantity.	Purpose.	Price (to be totalled at the end of the month).	Store-keeper.		Factory officers receipt.	
					Initials.	Page of register No. 4.	Initials.	Page of register No. 18.

Factory Form No 18.
Book of 200 pages.

STOCK BOOK OF (NAME OF MATERIAL)——————RECEIVED AND EXPENDED IN (NAME OF FACTORY)——————FOR THE QUARTER ENDING——————

1	2			3			4			5					6		7			8			9			10	11
Date of Transaction	Balance in process of manufacture			Quantity received.			Total			Particulars of manufactured goods					Loss in manufacture		Total.			Closing balance			Value of the materials re maining at end of quarter			Initials of Factory officer	Quarterly veri fication remarks and other notes
										Description	No	Weight															
	Mds	s	c.	Mds	s.	c.	Mds	s.	c			Mds	s	c	S	c	Mds	s	c	Mds	s	c.	Rs	As	P		

Factory Form No. 19.
Book of 24 leaves.

REGISTER OF GOODS SENT INTO STORE IN THE MONTH OF————193 .

1	2	3	4	5			6	7	8		9			10	11	12	13	14
Date.	Page of Form No. 18.	Number of factory order slip.	Description of goods sent (or work done).	Weight.			Factory Officer's signature.	Initials of Jailor verifying weight.	Rate.	Per.	Value (to be totalled at the end of each month).			Cost Price (in case of Jail supplies only).	Store-keepers initials.	Page of stock book **Form No. 5.**	Initials of Supdt.	Verification by Superintendent and any other remarks.
				Mds.	s.	ch.					Rs.	a.	p.					

Jail Manual Form No 1.

1. Name . . . .

2 Race . . . .

3 Residence . . . .

4. Father's Name and Residence . . . .

5 Date of birth by Christian era as can be ascertained . . . . .

6 Exact height by measurement . . . .

7. Personal marks for identification . . . .

8 Left hand thumb and finger impression of (non-gazetted officer) — . .

Little Finger   Ring Finger.

Middle Finger.   Fore Finger.

Thumb

9 Signature of Government servant . . . .

NOTE —The entries in this page should be renewed or re attested at least every five years, and the signatures in lines 9 and 10 should be dated.

Finger prints need not be taken afresh every five years under this rule.

10. Signature and designation of the Head of the Office, or other Attesting Officer.

Supern

1	2	3	4	5	6	7	8
Name of Post.	Whether substantive or officiating, and whether permanent or temporary.	If officiating state (i) substantive appointment or (ii) whether service counts for pension under Art. 371, C. S. R.	Pay in substantive post.	Additional pay for officiating.	Other emoluments falling under the term "Pay".	Date of appointment.	Signature of Government servant.

9	10	11	12	13 Leave			14	15
Signature and designation of the head of the office or other attesting officer in attestation of columns 1 to 8	Date of termination of appointment	Reason of termination (such as promotion transfer, dismissal, etc)	Signature of the head of the office or other attesting officer	Nature and duration of leave taken	Allocation of periods of leave on average pay up to four months for which leave salary is debitable to another Government		Signature of the head of the office or other attesting officer	Remarks to any recorded punishment or censure or reward or praise of the Government servant
					Period	Govt to which debitable		

Instructions for filling up Form No. F. R. 9A.

1. The Account is to be maintained in terms of leave on average pay. this purpose, actual periods of leave taken on half or quarter average pay entered in column 13 should be divided by 2 and posted in column 14.

2. In the case of officers who were subject to the Civil Service Regulations ave rules before they elected the Fundamental Rules, the account should com- ence with an opening entry in columns 4, 5, 6, 7, 8, 11, 13, 14, 15, 16, 17 and 8. The words "Due on (date of coming under the Fundamental Rules)" should be written across columns 1, 2 and 3 and against these words credit under Rule 77 (*b*) (*ii*) (1) should be given in column 4 and column 6 and that under Rule 77 (*b*) (*ii*) (2) and Rule 77 (*e*) in column 5 and column 7, while debit for commuted furlough taken under the old leave rules should be given in column 11 and that under Rule 78, Note (2) (*i*) (*a*), in column 13, one half of the latter being entered in column 14. The sum total of the entries in columns 6 and 7 and in columns 11 and 14 should be entered in columns 8 and 15 respectively. The difference between the entries in columns 8 and 15 should be entered in column 18 and the entry in column 4 or 6 should be repeated in column 16, while the entry in column 5 or 7 *minus* the sum total of the entries in columns 11 and 14 should be shown in column 17.

3. When a Government servant applies for leave, columns 1 to 8 should be filled up. Columns 1, 2 and 3 should show the Government served under and the period of duty up to the date preceding that on which the Government servant intends to go on leave, and columns 4 and 5 should each show $\frac{1}{11}$th of this period (but see Note 2 below), the sum total of the two entries representing the period of leave (*i.e.*, $\frac{2}{11}$ths of duty) earned under Rule 77 (*b*) (*ii*) (3). To the new entry in column 4 should be added the last entry in column 16 and the resultant figure should be posted in column 6: similarly to the new entry in column 5 should be added the last entry in column 17 and the resultant figure should be posted in column 7. The total of the entries in columns 6 and 7 will be shown in column 8.

NOTE 1.—If during the period of duty prior to a Government servant's going on leave h has served under two or more Governments, the period of duty and th leave earned under each Government should be shown in separate lines columns 1 to 5 and the sum total of the new entries in column 4 and the la entry in column 16 should be posted in column 6 and of those in colum and the last entry in column 17, in column 7, the total of the entries columns 6 and 7 being shown in column 8.

NOTE 2.—The sum total of the entries in column 5, inclusive of the opening entry tioned in instruction No. 2, should not exceed 2½ years [Rule 81 (*a*) (*ii*)] no entry should be made in this column when this limit of 2½ ye reached.

When columns 1 to 8 have been posted, column 8 will show the *max* amount of leave which may be granted *in terms of leave on average pay* [Rule 81 (*d*)] to a Government servant on the date on which he intends to leave. The *maximum* amount of leave, *on average pay* which may be gra that date with medical certificate or out of India and Ceylon will be the su of the last entry in column 6, and the unspent balance of "one year" li 8 months at a time, provided this sum total is covered by the period en column 8; in the case of leave in India or Ceylon without medical c the maximum will be the last entry in column 6, limited to 4 months at The limits of 8 and 4 months may be exceeded as provided in the Note to Rule 81 (*b*).

4 When a Government servant returns from leave, columns 9 to 18 should be filled up. The period of leave taken on average pay should be entered in columns 9, 10 and 11, that taken on medical certificate or spent elsewhere than in India or Ceylon should be entered in column 11 till the limit of one year is reached and thereafter in column 10. The actual periods of leave on half or quarter average pay (together with leave on subsistence grant under the Note to Fundamental Rule 88) and overstayal of leave (*vide* Fundamental Rule 73) should be entered in column 13 and one half of it in column 14.

NOTE 1.—Leave on average pay taken under the Fundamental Rules in India without medical certificate in excess of the last entry in column 6 before the deletion of "*plus* one year" from Rule 81 (*b*) (*ii*) should be entered in column 11.

NOTE 2.—If the leave taken on half average pay exceeds the amount at credit on half average pay, the excess should be shown in red ink in column 17. If this debit shown in column 17 exceeds the credit, if any, shown in column 16, the net debit in column 18 will be recorded in red ink The entry in column 18 is the leave due under Fundamental Rule 80.

the leave due.

5. The total period of leave in terms of leave on average pay taken in a Government servant's whole service as entered in column 15 should not exceed the privilege leave credited to him in column 4 on his coming under the Fundamental Rules, *plus* all periods of leave subsequently entered in that column, *plus* 2½ years.

6. When a Government servant is transferred to service under another Government, a separate account should be opened in F R. Form 9 for showing the leave earned under that Government and the leave the cost of which is debited to that Government. This account will be in addition to the main leave account, which must be a complete record of all leave earned and taken under these rules throughout his service.

Jail Manual Form No. 2.
Book of 100 pages.

MEMO. OF CASUAL LEAVE GRANTED.

*Year*________________

Name and rank.	Period of casual leave.	From	To	Total casual leave taken in the current year including this leave.	Initials of Superintendent.

Jail Manual Form No 3

SECURITY BOND WITH ONE SURETY

(To be executed by Upper Subordinate Establishment Head Warders and Dyeing Master in the Jail Department)

Know all men by these presents that we (name of official appointed)

of

AND (NAME OF SURETY)

of

are held and firmly bound unto the Secretary of State for India in Council (hereinafter referred to as the Secretary of State) in the sum of Rs

to be paid to the Secretary of State, his successors or assigns or his or their certain attorney or attorneys for which payment well and truly to be made we bind ourselves, our heirs, executors, administrators and representatives jointly, and each of us binds himself, his heirs, executors, administrators and representatives severally, firmly by these presents, dated this day of 19 Whereas the above bounden was on the day of 19 appointed a in the Jail Department of the Ajmer Merwara Province and is at present employed at and whereas the said is liable at any time to be employed at some other place in the said Province or to be transferred to some other appointment in the Jail Department and whereas the said is bound to obediently, faithfully and diligently and to the best of his ability, fulfil all the *duties of his office and to observe* strictly such rules and directions as may from time to time be enjoined by due authority and at all times on the requisition of any duly authorized officer, to produce or to truly account for all moneys, stores, property and the like that may be placed or may come into his hands, or into the hands of any agents of his by or on behalf of Government and to correctly keep and maintain and produce all accounts books, registers and the like, which may be entrusted to him, and whereas the said is bound to attend for the purpose of discharging his duties at such times and places as his superior officers may appoint and whereas the said and the said surety in

vfully be
s servants

bond is

such that if the said
shall whilst he shall be employed as a in the said
Province or tment always duly
perform and
and of State, his
successors and assigns and the Government of the Ajmer Merwara Province from all loss which shall be sustained by the said Secretary of State, his successors and

assigns or the Government of the Ajmer-Merwara Province owing to the dishonesty, neglect, default, disobedience, or insolvency, of the said then this obligation to be void and of no effect, otherwise the same shall be and remain in full force and virtue: Provided always and it is hereby agreed and declared that the said shall not be at liberty to terminate his suretyship except upon giving to the head of the said Jail Department for the time being six calendar months notice in writing of his intention so to do and the liability of the said under his bond shall continue in respect of all omissions and defaults on the part of the said until the expiration of the said period of six months. Provided also and it is hereby agreed and declared that if the said shall at any time deposit any moneys in a Government Savings Bank or any Government promissory notes with the Accountant-General as security for the due performance by him of the conditions set out in this bond it shall be lawful for the Secretary of State his successor and assigns and the Government of the Ajmer-Merwara Province on a breach of any of the said conditions occurring to declare the said moneys or Government promissory notes to be forfeited and to realize and to appropriate the same and thereupon this bond to the extent of the moneys or Government promissory notes so realized and appropriated shall be void and of no effect. And it is hereby lastly agreed and declared by and between the said and the Secretary of State that on the vacation by the said of his said office of the moneys or Government promissory notes deposited as security as hereinbefore provided shall not be at once returned to him, but shall be retained for the term of six months as security against any loss that may have been incurred by the Secretary of State owing to the neglect or default of the said and which may not have been discovered until after the vacation of his appointment by the said : Provided always that the return at any time of said moneys or Government promissory notes in case any breach of the conditions of the said bond shall be discovered after the return of the said moneys or Government promissory notes shall not be deemed to affect the right of the Secretary of State to take proceedings upon the said bond against the said

Signed by the above-named
in the presence of—

Signature of Principal.

(Two witnesses to sign here.)

Signed by the above-named
in the presence of—

Signature of Surety.

(Two witnesses to sign here.)

Jail Manual Form No. 4.

PROCEEDINGS AGAINST OFFICIALS.

I. Case of ______________________

II. Charge ______________________

III. Evidence in support of the specific charge or charges.

IV. Defence—

(*a*) Offender's statement should be in writing, signed by him and filed with the case. The purport should be noted here.

(*b*) Evidence in support of the offender's version.

V. Finding.

Procedure to be adopted in each case.

1. The charge should be in writing in respect of each offence.

2. The defence should be in writing in respect of each offence.

3. There should be specific finding on each charge.

4. All charges should be fully discussed and the facts should be relevant to the charges framed.

N.B.—Attention is invited to the rules in Chapter V of the Jail Manual

Jail Manual Form No. 5.

LAST-PAY CERTIFICATE.

Last-pay certificate of ________________
of the ________________
proceeding on ________________
to ________________

2. He has been paid up to ________________
at the following rates.

Particulars.	*Rate.*
Pay	
Officiating pay	
Exchange Compensation Allowance	
________________	
________________	

Deductions.

____
____
____

3. He made over charge of the office of ________________
____
on the ________ noon of ________________

4. *Recoveries are to be made from the pay of the Government* servant as detailed on the reverse.

5. He has been paid leave salary as detailed below. Deductions have been made as noted on the reverse.

Period.	*Rate.*	*Amount.*
From ________ to ________	at Rs. ________ a month.	
From ________ to ________	at Rs. ________ a month.	
From ________ to ________	at Rs. ________ a month.	

6. He is entitled to draw the following :—

7. He is also entitled to joining time for ________ days.

8. The details of the income-tax recovered from him up to the date from the beginning of the current year are noted on the reverse.

(Signature)

Dated at 193 .

(Designation)

REVERSE.

Details of recoveries.

Nature of recovery________________________________

Amount Rs.________________________________

To be recovered in__________instalments.

Deductions made from leave salary.

From__________to__________on account of__________Rs.__________

From__________to__________on account of__________Rs.__________

From__________to__________on account of__________Rs.__________

Names of months.	Pay.	Gratuity, Fee, etc.	Funds and other Deductions	Amount of Income tax recovered	REMARKS.
April 19 . .					
May 19 . .					
June 19 . .					
July 19 . .					
August 19 . .					
September 19 .					
October 19 . .					
November 19 . .					
December 19 . .					
January 19 . .					
February 19 . .					
March 19 . .					

Jail Manual Form No. 6

No.____________of 19

FROM

THE SUPERINTENDENT,

Central Jail,

Ajmer,

To

THE CIVIL SURGEON,

Ajmer-Merwara,

Ajmer,

Dated Ajmer, the______________19

SIR,

Mr.________________rank______________of the Ajmer Central Jail is forwarded for favour of producing him before the Invaliding Board for examination. If after examination the Board thinks him to be completely and permanently incapacitated for service you are requested to furnish me with a certificate in the prescribed form (Med. 7) and also to say whether his incapacity has been caused by irregular or intemperate habits.

2. His Service Book is also sent herewith which may please be acknowledged and returned when done with.

I have the honour to be,

SIR,

Your most obedient servant,

Superintendent.

Jail Manual Form No 7

LIST OF ARMS AND ACCOUTREMENTS AND OTHER STORES IN THE ARMOURY

Part culars	Numbers	Remarks.
Muskets B L 476 Bore		
Rifles M H		
Bayontes		
Slings		
Roda		
Jag		
Frogs		
Pouches		
Sword—(N I Pattern with scabbard and sword b lt)		
Bugle		
Torches		
Belts w th brass Badge		

Checked on————————

Reserve Head Warder

Jail Form No 10

PRISONER'S HISTORY TICKET

OF

No ________________________________

Name ________________________________

Class ________________________________

Sentence ________________________________

____

____

HISTORY TICKET.

*Register No.*________ ________*Jail.* *Class*________

Name.	Father's Name.
Sentencing Officer.	Place of abode.
Crime.	Profession of trade.
Section.	Caste.
Sentence.	Age.
Date of Sentence.	Education.
Date of Release.	Previous Convictions.
Date of Check.	Jailor's Signature.

Date.	Employment or History in Jail.	Initials.	Date.	Appeal, etc.	Initials.
	Health labour			Elects to / not to appeal through Friends / Jail.	
	Task.			Copy applied for.	
				Copy received.	
				Appeal sent.	
				Date fixed.	
				Result.	
				Prisoner informed.	

Grade.	Date eligible.	Initials.	Date appointed.	Initials.
C.N.W.				
C.O.				
O.L.				

Form No. 10-A.

REMISSIONS.

Year.	Quarter.	Ordinary	Special.	Forfeited	Total.	Grand Total	Initials.
19	I						
	II						
	III						
	IV						
19	I						
	II						
	III						
	IV						
19	I						
	II						
	III						
	IV						
19	I						
	II						
	III						
	IV						
19	I						
	II						
	III						
	IV						
19	I						
	II						
	III						
	IV						

Special Remarks by the Superintendent.

Form No. 10-G.

HOSPITAL NOTE.

Date of admission.	Disease.	Initials.	Date of discharge.	Initials.

Jail Clothing.

Details of Clothing.	Date of issue with initials.
D. Coat . .	
D. Janghia . .	
Cap . . .	
Langota . .	
Tikoni . .	
Towel . .	
Bedding . .	
Blankets . .	
B. Coat . .	
Tasla . . .	
Cup . . .	
Chadar . .	
Lengha . .	

Jail Manual Form No. 10 D

WEIGHT ON ADMISSION__________lbs.

WEIGHMENTS.

*Register No.*____________*Name* ____________

Year	Jan		Feb		March		April		May		June		July		Aug		Sept		Octo		Nov		Dec	
	1	15	1	15	1	15	1	15	1	15	1	15	1	15	1	15	1	15	1	15	1	15	1	15

LETTERS

Received												
Sent												

INTERVIEWS

WEIGHMENTS

Year	Jan		Feb		March		April		May		June		July		Aug		Sept.		Octo		Nov		Dec	
	1	15	1	15	1	15	1	15	1	15	1	15	1	15	1	15	1	15	1	15	1	15	1	15

LETTERS.

Received.												
Sent												

INTERVIEWS

WEIGHMENTS

Year	Jan		Feb		March		April		May		June		July		Aug		Sept		Octo		Nov		Dec	
	1	15	1	15	1	15	1	15	1	15	1	15	1	15	1	15	1	15	1	15	1	15	1	15

LETTERS.

Received.												
Sent												

INTERVIEWS

WEIGHMENTS

Year	Jan		Feb		March		April		May		June		July		Aug		Sep		Octo		Nov		Dec	
	1	15	1	15	1	15	1	15	1	15	1	15	1	15	1	15	1	15	1	15	1	15	1	15

LETTERS

Received.												
Sent												

INTERVIEWS.

WEIGHMENTS

Year	Jan		Feb		March		April		May		June		July		Aug		Sept.		Octo.		Nov.		Dec	
	1	15	1	15	1	15	1	15	1	15	1	15	1	15	1	15	1	15	1	15	1	15	1	15

Weighments will be recorded vertically by the Sub-Assistant Surgeon in figures All decreases should be

Form No. 14.

ONLY TO BE USED FOR PRISONER WITH MORE THAN ONE YEAR'S SENTENCE.

Field	
Jail Register Number.	
Name and father's name and Caste.	
Date of admission into Jail.	
Term of sentence of Imprisonment.	
Crime.	
Term of sentence of Solitary Confinement.	

PERIOD PASSED IN CELL.

Week	From / To	Date.	
1	From / To	Date.	
2	From / To	Date.	
3	From / To	Date.	
4	Form / To	Date.	
5	From / To	Date.	
6	From / To	Date.	
7	From / To	Date.	
8	From / To	Date.	
9	From / To	Date.	
10	From / To	Date.	
11	From / To	Date.	
12	From / To	Date.	

No.————— Central/District Jail.

Name—————

Term of Sentence —————

Crime—————

Date of Sentence —————

Date of Release—————

Red letter date—————

Date of check—————

Appeal—————

Superintendent.

MEMO.

OF

Prisoner's private Property in deposit including Cash and Jewellery.

Cash—————

Jailor. Superintendent.

Central/District Jail.

Date—————

Jail Manual Form No 12

LABEL FOR BAGS OF VALUABLES

For Convict No

Name

Date of release

Name of articles	Estimated value. Rs a. p

Jail Manual Form No. 13.

LIST OF VALUABLE PROPERTY.

Serial number.	Jail Register number.	Name.	Particulars of jewellery and other valuables with estimated cost.	Remarks showing disposal of property.	Initials of Jailor.

Jail Manual Form No. 14.

LABELS FOR PRIVATE CLOTHING.

Admission Register No.________________

Name________________________ Date of Release________________

Kurta________________________ Lota________________________

Dhoti________________________ Thali________________________

Chadar________________________ ________________________

Angochha________________________ ________________________

Pichhora________________________ ________________________

Initial of Store Ke

Jail Manual Form No. 15.

LETTER FROM THE SUPERINTENDENT OF JAIL FORWARDING PETITION OF APPEAL TO THE HIGH COURT.

No.

FROM

The Superintendent,

Central Jail,

Ajmer,

To

The Superintendent,

Judicial Commissioner's Office,

Ajmer-Merwara, Ajmer.

Dated the 193 .

SIR,

I forward, for the purpose of being laid before the Court a petition of Appeal (with copy of judgment annexed) dated the day of 193 . from

convicted by the
at of an offence under section
of on the
day of last,

I have the honour to be,
SIR,
Your most obedient Servant,

Superintendent.

Jail Manual Form No 16

RULES REGARDING PRISONER'S APPEAL.

(485)—The Superintendent shall inform every convict on first admission to Prison of the period within which an appeal from the order under which he has been committed to Prison may be filed. If the convict desires to appeal and is entitled to be so every facility shall be granted to him for the purpose.

(487)—(a) The periods within which appeals must be filed are as follows —

(1) To the District Magistrate or the Court of Session	30 days
(2) To the High Court against a sentence of death	7 days
(3) To the High Court in any other case	60 days.

(493)—(a) The presentation of a petition of appeal by a convict to the Superintendent is for the purposes of the Indian Limitation Act, 1908, equivalent to presentation to the court.

جیل مینول — فارم نمبر ١٦

(۴۴۸) صاحب سپرنٹنڈنٹ کو لازم ھی کہ جب قیدی سزا یافتہ اول مرتبہ جیل میں داخل ھو تو اوسکو اوس مدت میعاد کی اطلاع کردیں جسکے اندر اپیل نداراضی اوس حکم کے جسکے بموجب وہ سپرد جیل ہوا ھی دائر ھونا چاہئے اگر قیدی اپیل دائر کرنا چاہے تو اوسکو اپیل دائر کرنے میں ہر طرح کی امداد دیجائیگی

(الف) مدت میعاد جس کے اندر اپیل دائر ھونا چاہئے حسب ذیل ھیں —

(۱) عدالت صاحب مجسٹریٹ ضلع یا صاحب ششن جج بہادر میں	۳۰ یوم
(۲) عدالت عالیہ ہائی کورٹ میں نداراضی فیصلہ سزائے موت	۷ یوم
(۳) عدالت عالیہ ہائی کورٹ کے دیگر مقدمات میں	۶۰ یوم

(۴۸۷-الف) انڈین لیمیٹیشن ایکٹ سنہ ۱۹۰۸ع (قانون مدت میعاد) کے اغراض کے واسطے کسی قیدی کے عرضداشت اپیل صاحب سپرنٹنڈنٹ جیل کے روبرو پیش کردینا عدالت مجاز میں اپیل دائر کردینے کے برابر ھی

जेल मैनुअल फारम नम्बर १० ।

जेल मैनुवल फारम न १६ ।

(४४८)—साहिब सुपरिन्टेन्डेन्ट को लाजिम है कि जब जब कैदी सज़ा पाने पर पहिले मरतबे जेलमें आवे तो उसको मियाद (समय) की इत्तिला करदे जिसके बीच से वह अपील उस फैसले के खिलाफ जिससे वह सज़ा पाया है दायर होना चाहिये अगर कैदी अपील दायर करना चाहे तो उसकी अपील दायर करने में हर तरह की मदद दी जावेगी ।

(४८७)—(अ) अदालत अपील दायर करने की मुद्दत नीचे लिखी हुई है :—

(१) अदालत मजिस्ट्रेट साहिब या शिशन जज बहादुर में ...	३० दिन
(२) फांसी के सज़ा की अपील हाईकोर्ट में	७ दिन
(३) दूसरे मामलों में ,,	६० दिन

(४९३) (अ) इन्डियन लिमिटेशन ऐक्ट सन १९०८ (कानून मियाद) के गरज़ के वास्ते अपील के मजमून को साहिब सुपरिन्टेन्डेन्ट के सामने पेश कर देना अदालत अपील में पेश करने के बराबर है ।

(*b*) The Superintendent shall not detain the appeal of any convict even though it be apparently barred by limitation.

(491)—If a convict without friends, relatives or counsel to act for him elects to appeal, the Superintendent shall apply to the court concerned, for a copy of the judgment or order, appealed against.

(492)—When the copy of the judgment has been received, the date of its receipt shall be noted thereon, and the convict shall, if he is able to write, write his own petition of appeal; if not, the Superintendent shall cause his petition to be written by a jail officer and the convict's case shall, as far as possible, be recorded in his own words.

(495)—The Superintendent shall forward, the petition of appeal with the copy of the judgment or order to the appellate court. On the petition of appeal shall be noted, the following information:—

(*a*) the date on which the application for copy of the judgment was despatched.

(*b*) the date on which the copy of the judgment was received.

(ب) بادي النظر ميں اپيل بيرون ميعاد هونے كے باوجود صاحب سپرنٹنڈنٹ كو لازم هى كه اپيل كسي قيدي كي نه روكيں

(۴۹۱) اگر قيدي جسكا كوئي دوست - رشتهدار يا وكيل پيروي كرنے والا نهيں هى - اگر اپيل كرنا چاهے تو صاحب سپرنٹنڈنٹ كو لازم هى كه اوس تجويز يا حكم كي جسكے خلاف اپيل دائر كرنا هى نقل حاصل كرنے كے واسطے عدالت متعلقه كو سوال ارسال كريں

(۴۹۲) جب تجويز يا حكم كي نقل آجائے تو اوس پر تاريخ آمد درج كردي جاريگي اور اگر قيدي لكهنا جانتا هى تو اپني اپيل خود لكهيگا اگر قيدي لكهنا نهيں جانتا هى تو لازم هوگا كه صاحب سپرنٹنڈنٹ اوسكي اپيل كسي اهلكار جيل سے لكهواديں اور جهاں تک ممكن هو قيدي كا بيان اوسي كے الفاظ ميں لكها جاويگا

(۴۹۵) صاحب سپرنٹنڈنٹ كو لازم هى كه اپيل - تجويز يا حكم كي نقل كے ساتهه عدالت اپيل كو ارسال كريں موجبات اپيل پر امور مفصله ذيل كي يادداشت درج هونا چاهئے

(الف) سوال نقل كي روانگي كي تاريخ

(ب) تاريخ آيد نقل تجويز

(ब) मियाद खतम हो जाने पर भी साहब सुपरिन्टेन्डेन्ट को लाज़िम है कि किसी कैदी को अपील न रोके।

(४९१)—अगर किसी कैदी का जिसका कोई दोस्त, रिश्तेदार या वकील पैरवी करने वाला नहीं है और अपील करना चाहता है तो साहब सुपरिन्टेन्डेन्ट को लाज़िम है कि तजवीज़ की नकल जिसके खिलाफ़ अपील दायर करना है नकल पाने के लिये दरख़ास्त भेज दें।

(४९२)—जब तजवीज़ या हुक्म की नकल आजावे तो उसपर तारीख़ आमद दर्ज करा दी जावेगी अगर कैदी लिखना जानता है तो अपनी अपील खुद लिखेगा अगर कैदी लिखना नहीं जानता तो साहब सुपरिन्टेन्डेन्ट अपील किसी जेल के अहलकार से लिखा देंगे और जहां तक मुमकिन हो कैदी का बयान उसी के लफ़्ज़ों में लिखा जावेगा।

(४९५)—दरख़ास्त अपील के साथ साहिब सुपरिन्टेन्डेन्ट को चाहिये कि नकल फैसल को भी भेजे और दरख़ास्त पर नीचे लिखी बातें दर्ज होना चाहिये।

(अ) नकल की दरख़ास्त की तारीख़।

(ब) तारीख़ जिस दिन नकल आई।

(c) the date on which the convict presented the petition of appeal.

(400)—If a relative or agent of the convict undertakes to make an appeal on his behalf the arrangement must be authorized by power-of-attorney, signed by the prisoner and attested by the Superintendent, or, in his absence by the Jailor or the Deputy Jailor. For this service no fee shall be demanded or accepted.

(489)—The date on which a convict decides to appeal or not to appeal and his decision shall be entered in the appropriate space in the history ticket. In case he decides to appeal subsequent entries relating to the appeal and its result shall also be recorded therein and in the Appeal Register.

(494)—The Superintendent shall inform every convict under sentence of death that if he wishes to appeal to the High Court, as the case may be, he must do so within seven days. If he has elected to appeal, but the copy of the judgment has not been received, the Superintendent shall, on the seventh day, after the date of sentence, forward the petition of appeal to the Registrar of the High Court without waiting for the copy of the judgment. He shall note in the forward-

(س) قیدي کے ارجہات اپیل پیش کرنے کی تاریخ

(۴۹۰) قیدي کا کوئي رشتہ‌دار یا کارندہ اگر اوسکي طرف سے اپیل دائر کرنا چاہے تو اوسکے واسطے وکالتنامہ دستخطی قیدي کی ضرورت ھی جسپر صاحب سپرانٹنڈنٹ کي یا اوسکي عدم موجودگي مین جیلر یا ڈپٹي جیلر کي تصدیق ہونا چاہئے - وکالتنامہ کي تعمیل کے واسطے کوئي فیس طلب نہ کیجاویگي نہ لیجاویگي

(۴۸۹) قیدي کے ہسٹري ٹکٹ پر خانہاے مقررہ مین وہ تاریخ جسروز اوس نے اپیل دائر کرنے یا نہ دائر کرنے کا فیصلہ کیا معہ تشریح فیصلہ درج ہونا چاہئے - اگر اوسنے اپیل دائر کرنے کا فیصلہ کیا ھی تو اوسکے بعد کي کارروائي متعلقہ اپیل معہ نتیجہ آخري کے اندراج ٹکٹ اور اپیل رجسٹر پر کئے جاوینگے

(۴۹۴) صاحب سپرانٹنڈنٹ کو لازم ھی کہ جس قیدي پر حکم سزائے موت صادر ہوا ہو اوسکو مطلع کردیں کہ اگر وہ عدالت عالیہ مین اپیل دائر کرنا چاہتا ھی تو اوسکو اندر میعاد سات یوم کے دائر کرے اگر قیدي نے اپیل دائر کرنے کا فیصلہ کیا ھی مگر نقل تجویز موصول نہیں ہوئي ھی تو لازم ھی کہ صاحب سپرانٹنڈنٹ تاریخ حکم سزا سے ساتوین روز بلا انتظار آمد نقل تجویز صاحب رجسٹرار عدالت عالي کورٹ کي خدمت مین جیسي کہ صورت ہو عرضداشت اپیل ارسال کردیں

(ग) तारीख जिस दिन कैदी ने दरख्वास्त अपील को पेश की।

(४९०)—कैदी का कोई रिश्तेदार या कारिन्दा अगर उसकी तरफ से अपील दायर करना चाहे तो उसके वास्ते मुख्तारनामा पर दस्तखत कैदी की ज़रूरत है जिसपर साहिब सुपरिन्टेन्डेन्ट की या उनकी गैरहाज़िरी में जेलर या डिप्टी जेलर की तसदीक होना चाहिये मुख्तारनामा तामील के लिये कोई फीस नहीं ली जावेगी।

(४८९)—कैदी के हिस्टरी टिकट और अपील रजिस्टर में खाना जो इसके लिये मुकर्रर है उस तारीख जब वह अपील करना या न करने का कोई निश्चय करना चाहिये अगर उसने अपील करने का फैसला किया है तो अपील का फैसला दर्ज कर देना चाहिये।

(४९४)—जिस कैदी को फांसी का हुक्म दिया गया है तो साहब सुपरिन्टेन्डेन्ट को लाज़िम है कि उसको इत्तला दे दें कि अगर वह अपील दायर करना चाहता है तो सात दिन में दायर करे। अगर कैदी ने अपील दायर करने का फैसला किया है और नकल तजवीज़ नहीं आई है तो साहिब सुपरिन्टेन्डेन्ट को लाज़िम है कि तारीख हुक्म के सातवें दिन बिला इन्तज़ार नकल तजवीज़ अपील हाईकोर्ट में जैसी कि सूरत हो अपील की दरख्वास्त भेज दे और उसी चिट्ठी में

(b) The Superintendent shall not detain the appeal of any convict even though it be apparently barred by limitation.

(491)—If a convict without friends, relatives or counsel to act for him elects to appeal, the Superintendent shall apply to the court concerned, for a copy of the judgment or order, appealed against.

(492)—When the copy of the judgment has been received, the date of its receipt shall be noted thereon, and the convict shall, if he is able to write, write his own petition of appeal; if not, the Superintendent shall cause his petition to be written by a jail officer and the convict's case shall, as far as possible, be recorded in his own words.

(495)—The Superintendent shall forward, the petition of appeal with the copy of the judgment or order to the appellate court. On the petition of appeal shall be noted, the following information :—

(a) the date on which the application for copy of the judgment was despatched.

(b) the date on which the copy of the judgment was received.

(ب) بادي النظر مين اپيل بيرون ميعاد هونے کے باوجود صاحب سپرنٹنڈنٹ کو لازم هی که اپيل کسي قيدي کي نه روکين

(۴۹۱) اگر قيدي جسکا کوئي دوست - رشتہ‌دار يا وکيل پيروي کرنے والا نهين هی - اگر اپيل کرنا چاهے تو صاحب سپرنٹنڈنٹ کو لازم هی که اوس تجويز يا حکم کي جسکے خلاف اپيل دائر کرنا هی نقل حاصل کرنے کے واسطے عدالت متعلقه کو سوال ارسال کرين

(۴۹۲) جب تجويز يا حکم کي نقل آجائے تو اوس پر تاريخ آمد درج کردي جاريگي اور اگر قيدي لکهنا جانتا هی تو اپني اپيل خود لکهيگا اگر قيدي لکهنا نهين جانتا هی تو لازم هوگا که صاحب سپرنٹنڈنٹ اوسکي اپيل کسي اهلکار جيل سے لکهواديں اور جهان تک ممکن هو قيدي کا بيان اوسي کے الفاظ مين لکها جاويگا

(۴۹۵) صاحب سپرنٹنڈنٹ کو لازم هی که اپيل - تجويز يا حکم کي نقل کے ساتهه عدالت اپيل کو ارسال کرين موجبات اپيل پر امور مفصله ذيل کي يادداشت درج هونا چاهئے

(الف) سوال نقل کي روانگي کي تاريخ

(ب) تاريخ آيد نقل تجويز

(ब) मियाद ख़तम हो जाने पर भी साहब सुपीरैन्टैन्डैन्ट को लाजिम है कि किसी कैदी को अपील न रोकें।

(४९१) —अगर किसी कैदी का जिसका कोई दोस्त, रिश्तेदार या वकील पैरवी करने वाला नहीं है और अपील करना चाहता है तो साहब सुपीरैन्टैन्डैन्ट को लाज़िम है कि तजवीज़ की नक़ल जिसके ख़िलाफ़ अपील दायर करना है नकल पाने के लिये दरख़ास्त भेज दें।

(४९२)—जब तजवीज़ या हुक्म की नकल आजावे तो उसपर तारीख़ आमद दर्ज करा दी जावेगी अगर कैदी लिखना जानता है तो अपनी अपील खुद लिखेगा अगर कैदी लिखना नहीं जानता तो साहब सुपीरैन्टैन्डैन्ट अपील किसी जेल के अहलकार से लिखा देंगे और जहां तक मुमकिन हो कैदी का बयान उसी के लफ़्ज़ों में लिखा जावेगा।

(४९५)—दरख़ास्त अपील के साथ साहिब सुपीरैन्टैन्डैन्ट को चाहिये कि नकल फैसल को भी भेजें और दरख़ास्त पर नीचे लिखी बातें दर्ज होना चाहिये।

(अ) नक़ल की दरख़ास्त की तारीख़।

(ब) तारीख़ जिस दिन नक़ल आई।

(c) the date on which the convict presented the petition of appeal

(490)—If a relative or agent of the convict undertakes to make an appeal on his behalf the arrangement must be authorized by power-of attorney, signed by the prisoner and attested by the Superintendent, or, in his absence by the Jailor or the Deputy Jailor. For this service no fee shall be demanded or accepted

(489)—The date on which a convict decides to appeal or not to appeal and his decision shall be entered in the appropriate space in the history ticket. In case he decides to appeal subsequent entries relating to the appeal and its result shall also be recorded therein and in the Appeal Register.

(494)—The Superintendent shall inform every convict under sentence of death that if he wishes to appeal to the High Court, as the case may be, he must do so within seven days If he has elected to appeal, but the copy of the judgment has not been received, the Superintendent shall, on the seventh day, after the date of sentence, forward the petition of appeal to the Registrar of the High Court without waiting for the copy of the judgment. He shall note in the forward-

(س) قیدي کے ارحدات اپیل پیش کرنے کی تاریخ

(۴۹۰) قیدي کا کوئی رشتہ‌دار یا کارندہ اگر اوسکي طرف سے اپیل دائر کرنا چاہے تو اوسکے واسطے وکالت‌نامہ دستخطی قیدي کی ضرورت ہی جسپر صاحب سپرنٹنڈنٹ کی یا اوسکی عدم موجودگي میں جیلر یا ڈپٹی جیلر کی تصدیق ہونا چاہئے - وکالت‌نامہ کی تعمیل کے واسطے کوئی فیس طلب نہ کیجاویگي نہ لیجاویگی

(۴۸۹) قیدي کے ہسٹری ٹکٹ پر جاہائے مقررہ میں وہ تاریخ جسپر اوس نے اپیل دائر کرنے یا نہ دائر کرنے کا فیصلہ کیا معہ تشریح فیصلہ درج ہونا چاہئے - اگر اوسنے اپیل دائر کرنے کا فیصلہ کیا ہی تو اوسکے بعد کی کارروائی متعلقہ اپیل معہ نتیجہ آخري کے اندراج ٹکٹ اور اپیل رجسٹر پر کئے جائینگے

(۴۹۴) صاحب سپرنٹنڈنٹ کو لازم ہی کہ جس قیدي پر حکم سزائے موت صادر ہوا ہو اوسکو مطلع کردیں کہ اگر وہ عدالت عالیہ میں اپیل دائر کرنا چاہتا ہی تو اوسکو اندر میعاد سات یوم کے دائر کرے اگر قیدي نے اپیل دائر کرنے کا فیصلہ کیا ہی مگر نقل تحریر موصول نہیں ہوئی ہی تو لازم ہی کہ صاحب سپرنٹنڈنٹ تاریخ حکم سزا سے ساتویں روز بلا انتظار آمد نقل تحریر صاحب رجسٹرار عدالت ہائی کورٹ کی خدمت میں جیسي کہ صورت ہو درخواست اپیل ارسال کردیں

(ख) तारीख जिस दिन कैदी ने दरख्वास्त अपील को पेश की।

(४९०)—कैदी का कोई रिश्तेदार या कारिन्दा अगर उसकी तरफ से अपील दायर करना चाहे तो उसके वास्ते वकालत नामा पर दस्तखत कैदी की ज़रूरत है जिसपर साहिब सुपरिन्टेन्डेन्ट की या उनकी अदम मौजूदगी में जेलर या डिपटी जेलर की तसदीक होना चाहिये वकालत नामा के तामील के लिये कोई फीस नहीं ली जायगी।

(४८९)—कैदी के हिस्टरी टिकट और अपील रजिस्टर में खाना जो इसके लिये मुकर्रर है यह बात जब वह अपील करना या न करने की कहे लिख देना चाहिये अगर उसने अपील करने का फैसला किया है तो अपील का फैसला दर्ज कर देना चाहिये।

(४९४)—जिस कैदी को फांसी का हुक्म दिया गया हो तो साहब सुपरिन्टेन्डेन्ट को लाज़िम है कि उसको इत्तिला दे दें कि अगर वह अपील दायर करना चाहता है तो सात दिन में दायर करे। अगर कैदी ने अपील दायर करने का फैसला किया है और नकल तजवीज़ नहीं आई है तो साहिब सुपरिन्टेन्डेन्ट को लाज़िम है कि तारीख सज़ा के सातवें दिन बिला इन्तज़ार नकल तजवीज़ अपील हाईकोर्ट में जैसी कि सूरत हो अपील की दरख्वास्त भेज दें और उसी चिट्ठी में

...ing docket that a copy of the judgment has been applied for but has not been received in time.

(497)—When the notice of the date of hearing has been received, the Superintendent shall communicate the date to the convict who shall affix his left thumb-impression or signature on the notice, which will then be attested by the Superintendent and returned to the court or office from which it was received. Notices issued by the High Court shall, after service, be returned to the court direct, and the court or office through which notices were received, shall be informed of the service and direct return of the notices.

(498)—When the order on an appeal has been received, the Superintendent shall himself communicate its purport to the convict concerned, and shall enter on the order a certificate to the effect that it has been so communicated. The copy of the appellate court's order and other connected papers shall be filed with the convict's warrant. In cases where, an amended warrant is not received with the copy of the order, the Superintendent shall make a report to the court by which such amended warrant is required to be issued.

(499)—Whenever a convict has been transferred to another Prison, before the

اور اوسی چٹھی مین جسکے ہمراہ اپیل روانہ ہو یہ تحریر کردین کہ نقل تجویز کے واسطے سوال دیا گیا تھا مگر وہ اندر میعاد موصول نہین ہوئی

(۴۹۷) اطلاعنامہ تاریخ سماعت اپیل موصول ہونے پر صاحب سپرنٹنڈنٹ کو لازم ہی کہ قیدي کو تاریخ کي اطلاع دین - قیدي اپنے دستخط یا بائین ہاتھہ کے انگوٹھے کا نشان اطلاعنامہ پر ثبت کریگا جسکی تصدیق صاحب سپرنٹنڈنٹ کرینگے اور اطلاعنامہ عدالت یا دفتر فریسندہ کو واپس کردیا جائیگا - جو نوٹس عدالت عالیہ ہائی کورٹ سے جاري ہوئے ہین براہ راست اون عدالتون کو واپس ارسال ہونگے اور نوٹس کي تعمیل اور واپسی کي اطلاع اوس عدالت یا دفتر کو جسکي معرفت وہ موصول ہوئے دیدیجاویگي

(۴۹۸) حکم نتیجہ اپیل موصول ہونے پر صاحب سپرنٹنڈنٹ کو لازم ہوگا کہ قیدي کو تفصیل حکم سے خود مطلع کرین اور حکمنامہ پر تصدیق درج کرین کہ قیدي کو حکم سنا دیا گیا - عدالت اپیل کے حکم کي نقل اور دیگر کاغذات متعلقہ قیدي وارنٹ مین شامل کئے جائینگے - اور وارنٹ ترمیمی ہمراہ حکم موصول نہین ہوا تو صاحب سپرنٹنڈنٹ کو لازم ہوگا کہ جس عدالت سے وارنٹ ترمیمي اجرا ہونا چاہئے اوس عدالت کو رپورٹ ارسال کرین

(۴۹۹) اگر نقل تجویز یا حکم نتیجہ اپیل کي آمد سے پیشتر قیدي دوسرے قیدخانہ کو منتقل

नक़ल की दरख़ास्त दिया गया ... मियाद नहीं आई।

(४९७)—तारीख़ अपील को मुक़र्ररहोने की इत्तिला साहिब सुपीरिन्टेन्डेन्ट क़ैदी को ज़रूर दें क़ैदी अपने दस्तख़त या बायें हाथ के अंगूठे का निशान इत्तिलानामे पर करेगा जिसकी तसदीक़ साहिब सुपीरिन्टेन्डेन्ट करेंगे और इत्तिलानामा अदालत या दफ़्तर मे भेजने वाले को वापिस कर दिया जायगा जो इत्तिलानामा हाईकोर्ट से जारी हुई है वह सीधे उन अादलतों को वापस होंगे और उसकी इत्तिला उस दफ़्तर या अदालत को दी जावेगी जिसके मारफ़त यह आया था।

(४९८)—अपील का नतीजा आजाने पर साहिब सुपीरिन्टेन्डेन्ट को लाज़िम है कि क़ैदी को नतीजे से खुद इत्तिला दें और हुक्मनामे पर तसदीक लिखें कि हुक्म क़ैदी को सुना दिया गया और अदालत अपील का नक़ल और दूसरे क़ागज़ क़ैदी के बारे में वारन्ट के साथ नत्थी होंगे और वारन्ट तरमीमी हुक्म के साथ नहीं आया है तो सुपीरिन्टेन्डेन्ट को लाज़िम है कि जिस अदालत से वारन्ट तरमीमी जारी होना चाहिये, उस अदालत को रिपोर्ट भेजे।

(४९९)—अगर अपील का नतीजा या तजवीज़ की नक़ल के आने के पहिले क़ैदी किसी दूसरे क़ैदखाने

receipt of the copy of the judgment or order on his appeal, the copy of the judgment or order, as the case may be, shall, on receipt, be forwarded without delay to the Superintendent of the Prison in which the prisoner is confined, and an acknowledgment obtained.

(500)—The provisions laid down in this chapter shall, as far as may be, apply to petitions for revision of sentences under Chapter XXXII of the Code of Criminal Procedure, 1898.

ہوگیا ہی تو نقل تجویز یا حکم متعلقہ اپیل جیسی کہ صورت ہو دریافت وصول بلا التوا اوس جیل کے صاحب سپرنٹنڈنٹ کی خدمت میں روانہ کردی جائیگی - جہاں وہ قیدی مقید ہی - اور رسید حاصل کرلیجائیگی

(۵۰۰) قواعد جو اس باب میں مندرجہ ہوئے ہیں درخواستہائی ثانی دراحکام باب ۳۲ ضابطہ فوجداری سنہ ۱۸۹۸ع پر جہاں تک ہوسکی عاید ہونگی ‌‌‌"

को भेजा गया है तो नक़ल तजवीज़ या हुक्म मुतअल्लिक़ा अपील क़ैदी मुरत्तिब की उस जेल के सुपरिन्टेन्डेन्ट की ख़िदमत में भेज दी जायगी जहां वह क़ैदी भेजा गया है और रसीद हासिल की जायगी।

(५००)—क़ायदे जो इस बाब में दर्ज हैं दरख़्वास्तें दूसरी बमूजिब क़ायदा बाब ३२ ज़ाबता फ़ौजदारी १८९८ पर जहां तक हो सके आयद होंगे।

Manual Form No. 17.

[N]OMINAL ROLL OF CONVICTS WHO HAVE COMPLETED FOURTEEN YEARS IN JAIL INCLUDING / EXCLUDING REMISSIONS.

Admission Register number.	Class (as per paragraph 166 Jail Manual).	Name.	Caste.	Present age.	Residence.			Sentencing Officer.	Date of sentence.	Term of sentence.	Crime, *i.e.*, section of I. P. C.	Period of sentence expired.				Date of expiry of sentence.	Result of appeal.	Conduct in Jail.	Present state of health.	Recommendation of the Revising Board and orders of Government with number and date (if any).	Remarks.
					Village.	Police Station.	District.					Actual time passed in Jail.	Remissions earned under Good Conduct Rules.	Other remissions (specify).	Total.						

Checked with warrants and records of remission and found correct.

Jailor. *Superintendent.*

The ________________ *Jail,*

Dated ________________ *193* .

No.——————*date*——————*193* .

FORWARDED to the Inspector General of Prisons, Ajmer-Merwara, Ajmer under paragraph 119 (a) of the Jail Manual.

2. An acknowledgment is requested.

Superintendent,

——————*Jail,*

NOTE :—The District Magistrate will state whether he has any objection to the release of the Convict If he objects to his immediate release he will suggest the total period of imprisonment inclusive of remissions which he considers that the prisoner should serve He will in any case record a brief account of the circumstances of the crime or crimes for which the convict was sentenced and will return the roll to the Inspector General of Prisons, Ajmer Merwara for submission to the Government If the convict was convicted outside the district of his residence the District Magistrate will consult the District Magistrate of the district of conviction.

No.——————*date*——————*193* .

Returned to the Inspector-General of Prisons, Ajmer-Merwara, Ajmer, with the following remarks.

2. An acknowledgment is requested.

District

Jail Manual Form No. 17.

NOMINAL ROLL OF CONVICTS WHO HAVE COMPLETED FOURTEEN YEARS IN JAIL INCLUDING / EXCLUDING REMISSIONS.

Admission Register number.	Class (as per paragraph 166 Jail Manual).	Name.	Caste.	Present age.	Residence.			Sentencing Officer.	Date of sentence.	Term of sentence.	Crime, *i.e.*, section of I. P. C.	Period of sentence expired.				Date of expiry of sentence.	Result of appeal.	Conduct in Jail.	Present state of health.	Recommendation of the Revising Board and orders of Government with number and date (if any).	Remarks.
					Village.	Police Station.	District.					Actual time passed in Jail.	Remissions earned under Good Conduct Rules.	Other remissions (specify).	Total.						

Checked with warrants and records of remission and found correct.

Dated ________________ *Jail,*

The ________________ *193* .

Jailor.

Superintendent.

Aj. F. No.
Jail Manual Form No. 20.

TRANSFER ROLL OF CONVICTS.

Register No.	Name of prisoner.	Parentage.	Caste.	Residence of prisoner.	Crime.	Sentence.	Date of sentence.	Date of release.	Jail to which the prisoner is to be transferred.	Remarks.
1	2	3	4	5	6	7	8	9	10	11

NOTE.—When transfer is recommended on account of overcrowding Form 21 (memo. of population) should accompany this form.

Superintendent.

Jailor.

AJMER JAIL OFFICE, }
19 . }

Dated

C. J. A. 22.

Jail Manual Form No. 21

MEMO OF POPULATION TO ACCOMPANY TRANSFER ROLL OF CONVICTS WHEN TRANSFER IS RECOMMENDED ON ACCOUNT OF OVERCROWDING.

Actual population on	Convicts		Undertrial Prisoners		Sick in Hospital		Total.	Remarks
	Male	Female	Magistrate	Sessions.	Undertrials			
Capacity								

_____ JAIL }
The _____ 19 . }

Jailor.

Superintendent.

Jail Manual Form No. 22.

NOMINAL AND DESCRIPTIVE ROLL OF PRISONERS TRANSFERRED.

From __________ *Jail to* __________ *Jail*

on __________ *19* .

Serial No.	Register number.	Name of prisoner, father's name and caste.	Age.	Crime section.	Date of sentence.	Term of sentence.	Character of the prisoner and reasons for transfer.	Descriptive marks.	Details of private clothing and valuables, etc.

Jailor.

Jail Manual Form No 23

LIST OF GOVERNMENT PROPERTY SENT WITH PRISONERS TRANSFERRED

*From*____________________*Jail to*____________________

(Two lists should be sent one will be returned to the transmitting jail duly completed.)

Name of articles	Number sent on———	Number returned on———	Remarks explaining shortage
Blankets			
Blanket Coats			
Dasuti Coats			
Dasuti Janghias			
Dasuti Caps			
Dasuti Langotas			
Tikoni			
Towel			
Lenhgas			
Kurtees			
Chadars			
Fetters			
Leather Gaiters			

N B—All articles should be returned within a week of the receipt of convicts.

Jailor of transmitting jail.

Jailor of receiving jail.

Jail Manual Form No. 24.

REMISSION CARD.

Number.	Class.

Name of convict——

Sentence——

Date of sentence——

Transferred to ——Jail } on——

Original date of release——	Initials of——	
	Jailor.	Supdt.
Check date——		
Final date of release——		

NOTE.—1. These cards should be arranged in series according to registered numbers. The receptacle in which it is kept must be securely locked.

2. This card is never to pass into the hands of a convict.

Received from——Jail.

Remission earned in that Jail. } days

REMISSION ACCOUNT IN DAYS.

	Ordy.	Spl.	Ftd.	Total.	Grand total.	Initials.		Ordy.	Spl.	Ftd.	Total.	Grand total.	Initials.		Ordy.	Spl.	Ftd.	Total.	Grand total.	Initials.
Year 19 .							Year 19 .							Year 19 .						
Qrs. 1st .							Qrs. 1st .							Qrs. 1st .						
2nd .							2nd .							2nd .						
3rd .							3rd .							3rd .						
4th .							4th .							4th .						
Year 19 .							Year 19 .							Year 19 .						
Qrs. 1st .							Qrs. 1st .							Qrs. 1st .						
2nd .							2nd .							2nd .						
3rd .							3rd .							3rd .						
4th .							4th .							4th .						
Year 19 .							Year 19 .							Year 19 .						
Qrs. 1st .							Qrs. 1st .							Qrs. 1st .						
							2nd .							2nd .						
							3rd .							3rd .						
							4th .							4th .						

Space for special remarks.

To be filled up on release

Original date of Release } ——

Remission deducted } ——

Actual date of release } ——

I certify that this statement of remission is correct.

Jailor.

——Jail.

Dated——193 .

...the office of a Jail for a period of one year after the release or transfer of the convict to whom they relate.

जेल मैनुअल फ़ारम नम्बर २५ (ब)।

खुलासा क़ायदा रमीशन।

(१) क़ैदियों के लिये मामूली रमीशन।

(अ) नेक चलनी और जेल के क़ायदों की सख़्ती से पाबन्दी करने के लिये	हर महीने में २	दिन
(ब) मशक़्क़त के लिये और अपना काम पूरा करने के लिये	,, २	,,
	कुल ४	दिन

(फ़िक़रा ५९८ जेल मैनुअल)

(२) क़ैदी अफ़सरों के लिये।

क़ैदी पहरेदार	...	...	हर महीने में ५ दिन
क़ैदी नम्बरदार	...	...	,, ६ दिन
क़ैदी बरकन्दाज़	...	...	,, ८ दिन

(जेल मैनुअल बाब ५९९)

(३) ऐसे क़ैदियों के लिये जिनको इतवार या तातील में काम करना पड़ता है जैसे खाना पकाने वाला और भंगी उनको हर तीसरे महीने में २ दिन ज़ियादा [illegible] मिलेगा। [illegible]

حمل مدول فارم نمبر ۲۵ (الف)

خلاصه قواعد رمیشن

(۱) — قیدیوں کے واسطے معمولی رمیشن -

	رمیشن
(الف) نیک چلنی اور جیل کے قواعد کی سختی سے پابندی کرنے کے واسطے ہر ماہ میں . . .	۲ دن
(ب) مشقت کے واسطے اور اپنا کام روزانہ پورا کرنے کے واسطے ہر ماہ میں	۲ دن
میزان ہر ماہ میں	۴ دن

(فقرہ ۵۹۸ جیل مینول) —

(۲) — قیدی افسران کے واسطے رمیشن -

قیدی پہریدار کو . .	ہر ماہ میں .	۵ دن
قیدی نمبردار کو . . .	ایضاً .	۶ دن
قیدی برقندار کو . . .	ایضاً .	۸ دن

(فقرہ ۵۹۹ جیل مینول)

(۳) — ایسے قیدیوں کے جنکو اتوار یا تعطیلوں میں کام کرنا پڑتا ہے جیسے کھانا پکانے والے اور بھنگی ہر سہ ماہی ۲ دن علاوہ دوسرے رمیشن کے

(فقرہ ٥٧١ جيل مينول) —

(۴) هر ايك قيدي كو جس نے ايك سال تك جيل ميں داخل هونے كے بعد كے مهينه كي پهلي تاريخ سے يا اوس تاريخ سے جب كه آخر مرتبه اوس نے جيل كے جرم كرنے ميں سزا پائي هو - كوئي جرم جيل كا نه كيا هو علاوہ دوسرے قسم كے رميشن كے - هر سال ميں پندرہ دن نيك چلني كا رميشن مليگا -

(نوٹ) اس قاعدہ كي پابندي كے لئے اگر جيل كے كسي جرم ميں كسي قيدي كو تنبيه كي سزا دي گئي هو تو وہ سزا ميں شمار نہيں كيجاويگي -

(فقرہ ٥٧٢ جيل-مينول)

(٥) — كسي قيدي كو اوس مهينه ميں معمولي رميشن نہيں مليگا جسميں وہ رهائي پائيگا -

(فقرہ ٥٧٦ جيل مينول)

قواعد اسپيشل رميشن

(٦) هر قيدي خواہ وہ معمولي رميشن كا حقدار هو نهو اسپيشل رميشن حسب ذيل خاص خدمت كي انجام دهي ميں مل سكتا هي مثلاً

(١) قواعد جيل يا ادب كے خلاف ورزي كرنے والے كے گرفت كرنے يا روكنے ميں مدد دينا

(क़ायदा ५७१ जेल मैनुवल)

(४) हर कैदी को जिसने एक साल तक जेल में दाखिल होने के बाद महीने की पहिली तारीख़ से या उस तारीख़ से जब कि आख़िर मरतबा उसने जेल के जुर्म करने में सज़ा पाई हो कोई जुर्म जेल का न किया हो अलावा दूसरे किसम के रमीशन के हर साल में १५ दिन नेक चलनी का रमीशन मिलेगा।

(नोट) इस क़ायदे की पाबन्दी के लिये अगर जेल के किसी जुर्म में कैदी को सज़ा दी गई हो तो वह सज़ा में नहीं गिनी जायगी।

(क़ायदा ५७२ जेल मैनुवल)

(५) किसी कैदी को उस महीने में मामूली रमीशन नहीं मिलेगा जिसमें वह रिहा होगा।

(क़ायदा ५७६ जेल मैनुवल)

क़ायदा इसपेसल रमीशन।

(६) हर कैदी चाहे वह मामूली रमीशन का हकदार हो या न हो इसपेसल रमीशन नीचे लिखे ख़िदमत देने पर मिल सकता है।

(१) जेल के क़ायदे के या अदब के ख़िलाफ़ करने वाले को रोकने या गिरफ्तार करने में मदद देने पर।

(۲) کسي دستکاري کے تعليم دينے ميں کاميابي حاصل کرنا

(۳) خاص خوبي يا بہتر ترقي کسي عمدہ کام ميں دکھلانا

(۴) کسي افسر جيل کو حملہ سے بچانا

(۵) کسي بلوہ کے وقت يا آگ لگنے کے وقت يا ايسي ہي خاص ضرورت کے وقت کسي افسر جيل کی امداد کرنا

(۶) کپڑہ کے استعمال کرنے ميں کفايت دکھلانا

(فقرہ ۸۷۷ جيل مينول)

(۷) — اسپيشل رميشن

(الف) سپرنٹنڈنٹ صاحب جيل دے سکتے ہيں جو کہ ايک سال ميں ۳۰ دن سے زيادہ نہ ہوگا

(ب) انسپکٹر جنرل صاحب بہادر يا لوکل گورمنٹ سے مل سکتا ہے جو کہ ايک سال ميں ۶۰ دن سے زيادہ نہ ہوگا

(تشريح) اس قاعدہ کے بموجب ايک سال قيدي کے تاريخ سزايابی سے شمار ہوگا اور ايک سال کا کوئي حصہ بھي پورا ايک سال شمار کيا جاويگا

(فقرہ ۵۷۸ جيل مينول) —

(२) किसी दस्तकारी के तालीम देने में कामयाबी हासिल करना।

(३) खास खूबी या बेहतर तरक्की किसी अच्छे काम में दिखलाना।

(४) किसी अफसर जेल को हमले से बचाना।

(५) किसी बलवे या आग लगने के वक्त या ऐसी ही खास ज़रूरत के वक्त किसी अफसर जेल की मदद करना।

(६) कपड़े के इस्तेमाल में किफायत करना।

(कायदा ५७७ जेल मैनुवल)

(७) स्पेशल रमीशन।

(अ) सुपरिन्टेन्डेन्ट साहब जेल दे सकते हैं जो एक साल में ३० दिन से ज्यादा न होगा।

(ब) इन्सपेक्टर जनरल साहब बहादुर या लोकल गवर्मेंट से मिल सकता है जो कि एक साल में ६० दिन से ज्यादा न होगा।

तशरीह—इस कायदे के मुताबिक एक साल कैद की तारीख सज़ायाबी से शुमार होगा और एक साल का कोई हिस्सा भी पूरा एक साल शुमार किया जावेगा।

(कायदा ५७८ जेल मैनुवल)

Jail Manual Form No. 26.

NOMINAL ROLL OF CONVICTS NOMINATED AS CONVICT OFFICERS IN THE———JAIL AT———

NOTE.—Convicts imprisoned under the U. P. Excise Act or for escape (Sec. 224, I. P. C.) attempt to escape, offences relating to coin or Government stamps (Sections 231 to 233A, I. P. C.) poisoning (Sec. 328, I. P. C.) unnatural offence (Sec. 377, I. P. C.) and forgery (Sec. 463, 464, 466 to 477A, 489A, 489B, 489C and 489D, I. P. C. shall not be appointed Convict Officers (Paragraph 591 Jail Manual).

1	2	3	4	5	6	7	8			9	10			11	12	13
Serial No.	Admission register number.	Name.	Caste.	Present age.	Residence.	Crime section.	Sentence.			Date of sentence.	Portion of sentence expired including remission earned.			Office to which nominated.	Date of appointment as C. N. W. or C. O. (to be given for nominees for Convict Overseer-ship & Convict Warder-ship).	Remarks.
							Y.	M.	D.		Y.	M.	D.			

Checked with warrants, classification slips, and remission cards and found correct. No. convict recommended in this rolls belongs to any of the classes whose promotion to convict officers grade is prohibited.

No.————193 .

Dated————*the*————

Superintendent.

Forwarded to the Inspector-General of Prisons, Ajmer-Merwara, Ajmer for favour of special sanction.

Jail Manual Form No 27.

RULES FOR PRISONERS SENTENCED TO SIMPLE IMPRISONMENT.

A copy of the rules in Chapter XIV of the Jail Manual shall be hung up in each barrack in which simple imprisonment convicts are confined.

A convict sentenced to simple imprisonment —

(a) Shall be permitted to wear his own clothes ,

(b) Shall not be allowed to purchase his own food ;

(c) Shall not be shaved unless he desires it or under the orders of the Medical Officer on the grounds of health ;

(d) Shall rise and retire to rest at such hours as may be prescribed by the Superintendent of the Jail ;

(e) Shall clean his own cell, barrack or yard and keep his bedding and clothing in a clean and orderly condition : Provided that, he shall not be called upon to

سزائے محض کے قیدیوں کے لئے قواعد

جیل مینول کے باب چودہ کی نقل ہر اُس بارک میں جسمیں قید محض کا قیدی ہوگا لٹکائی جائیگی

قیدی جو سزائے محض میں ہو —

(الف) اسکو اپنے کپڑے پہننے کی اجازت دیجاویگی

(ب) اسکو اپنے لئے کھانا خریدنے کی اجازت نہ دی جائیگی

(پ) اسکی حجامت نہ بنائی جائیگی جب تک وہ خود نہ خواہش کرے یا میڈکل افسر کوئی ایسا حکم حفظان صحت کے نقطہ نظر سے نہ دیں

(ت) وہ صرف انھیں اوقات پر آرام کرسکتا ہے جو سپرنٹنڈنٹ صاحب مقرر فرماویں

(ٹ) وہ اپنی کوٹھری - بارک یا صحن خود صاف کریگا اور اپنا بستر و لباس صاف ستھرا اور ترتیب کے ساتھ رکھیگا بشرطیکہ وہ

कायदा महज सजा के कैदियों के लिये ।

जेल मैनुवल के दफा १४ की नकल हर उस बारिक में जिसमें कद महज़ का कैदी होगा लटकाई जावेगी ।

कैदी जो सज़ा महज़ में हों :—

(अ) उसको अपने कपड़े पहिनने की इजाज़त दी जावेगी ।

(ब) उसको अपने लिये खाना खरीदने की इजाज़त न दी जावेगी ।

(प) उसको हजामत न बनाई जायगी जब तक वह खुद न चाहे या मेडिकल अफ़सर कोई ऐसा हुक्म तन्दुरुस्ती के ख्याल से न दें ।

(त) वह सिर्फ़ उन्हीं समयों पर आराम कर सकता है जो साहब सुपरिन्टेन्डन्ट मुकर्रर करें ।

(थ) वह अपनी कोठरी बारिक या सहन खुद साफ़ करेगा और अपना बिस्तरा व कपड़ा साफ़ सुथरा और ठीक रखेगा । वह किसी ऐसे काम करने के लिये मजबूर न किया जायगा

perform duties of degrading or menial character unless he belongs to a class or community accustomed to perform such duties ;

(f) Shall with the approval of the Superintendent be allowed to possess and use his own books in addition to those available from the prison library.

A simple imprisonment convict who has elected to labour :—

(a) May be allowed to select the kind of labour on which he wishes to be employed ;

(b) Shall receive the diet of a labouring convict if he performs a reasonable amount of work ;

(c) Shall be eligible to receive the benefits of the remission system ;

(d) Shall be allowed to discontinue work if he so desires ;

(e) Shall not receive any remuneration for labour ;

کسي ايسے کام کے کرنے کے لئے مجبور نہ کيا جاويگا جس سے اُسکي حقارت هوتي هو تاوقتيکہ وہ ايسے کسي فرقہ کا نہ هو يا اس قسم کے کام کا عادي نہ رها هو

(ث) سپرنٹنڈنٹ صاحب کي منظوري سے وہ علاوہ ان کتابون کے جو جيل خانہ کے کتب خانہ مين هون اپني کتاب بهي استعمال کرسکتا هي

اگر ايسا قيدي مشقت کرنا پسند کرے تو :—

(الف) اوسکو ايسے کام کي انتخاب کي اجازت دي جاوے جسکو وہ کرنا پسند کرے

(ب) اگر وہ کافي کام کرتا هي تو خوراک مشقت کرنے والے قيديون کے مطابق دي جائيگي

(پ) وہ رهائي کے اصول (رميشن سسٹم) سے مستفيد هونے کا مستحق هوگا

(ت) اگر وہ مشقت نہين کرنا چاهتا هي تو اوسکو مشقت سے دست بردار هونے کا حق حاصل هي

(ٹ) اوسکو مشقت نہ کرنے کي حالت مين کوئي معاوضہ نہ مليگا

जिससे उसकी बेइज़्ज़ती व छोटाई होती हो, उस समय तक कि वह किसी ऐसे फ़िरके का न हो या इस क़िसम के काम का आदी न रहा हो।

(स) सुपेरिंटेन्डेंट साहब की मंजूरी से वह उन किताबों के अलावा जो जेलख़ाने के पुस्तकालय में हों अपनी किताब भी इस्तेमाल कर सकता है।

अगर ऐसा क़ैदी मुशक़्क़त करना पसन्द करे तो :—

(अ) उसको ऐसे काम करने की इजाज़त दी जावे जिसको वह करना चाहे।

(ब) अगर वह काफ़ी काम करता है तो ख़ुराक मशक़्क़त करने वाले क़ैदियों के बराबर दी जावेगी।

(प) वह रिहाई के असूल (रमीसन सिस्टम) से फ़ायदा उठाने का हक़दार होगा।

(त) अगर वह मशक़्क़त नहीं करना चाहता है तो मशक़्क़त न करने का हक़ हासिल है।

(ट) उसकी उस मशक़्क़त का कोई बदला नहीं मिलेगा।

(*f*) Shall not be required to wear jail clothing except when employed outside the jail

(*g*) Shall not be allowed to read books during working hours,

(*h*) Shall not be punished for neglect of work or short work or refusing to work except by alteration of the diet from the labouring to the non-labouring scale,

(*i*) Shall be eligible for promotion to the convict officer grades if he elects to labour throughout the term of his imprisonment

(ث) سواے ایسی حالت کے جبکہ وہ جیل خانہ سے باہر کام پر لگایا جاوے اسکو جیل کا کپڑا پہننا لازمی نہیں ہی

(ج) اسکو اوقات مشقت میں کتاب پڑھنے کی اجازت نہ دی جائیگی

(چ) کام میں غفلت کرنے کی کمی یا کام سے انکار کرنے پر اوسکو کوئی سزا نہ دی جائیگی سواے اسکے کہ اسکی خوراک بجاے مشقت والے قیدیوں کے غیر مشقت والوں کے مطابق کردی جائیگی

(ح) وہ نمبردار بنائے جانے کا مستحق ہوگا اگر وہ پوری میعاد میں مشقت کرنے پر رضامند ہوگا

(ङ) सिवाय ऐसी हालत के जब कि वह जेलखाने से बाहर काम पर लगाया जाय उसको जेल का कपड़ा पहिनना लाजिम नहीं है।

(ज) उसको मशक्कत के वक्त (दरमियान) किताब पढने की इजाज़त न दी जायगी।

(झ) काम में गफ़लत करने कम काम या काम से इनकार करने पर उसको कोई सज़ा न दी जायगी सिवाय इसके कि उसकी खुराक बजाय मशक्कत वाले कैदियों के गैर मशक्कत वालों के बराबर करदी जायेगी।

(ञ) वह नम्बरदार बनाये जाने का मुस्तहक होगा अगर पूरी मियाद में मशक्कत करने पर राज़ी होगा।

Jail Manual Form No. 28.

NOMINAL ROLL WITH ADDRESS OF RELATIVES OF FEMALE CONVICTS.

(To be sent one month before date of release.)

Name of Female Convict.	Name of relatives.	Caste.	Residence.			Sentence with date of sentence.	Date of release and name of Jail from which the Female convict will be released.
			Village.	Pargana or Thana.	District.		

No.——— Date———

Forwarded to the District Magistrate of——— with the request that the convict's relative may be informed of the date of release and directed to be present at the main gate of———Jail, on the said date to take charge of her.

2. An acknowledgment is requested.

Superintendent.

Jail Manual Form No 29.

CONDEMNED PRISONER.

From..JAIL.

Register No ....

Crime.......................... ....

Name.... ....

Date of sentence..

Caste................... ....

Sentencing authority.....................................

Residence.. .....

BRIEF HISTORY OF CRIME.

Particulars of appeal, etc.	Initials.	Letters, Interviews, etc.			Letters, Interviews, etc.		
Copy of Judgment applied for on . . .							
Copy received . .							
Appeal sent . . .							
Date fixed for hearing appeal . . .							
Result of appeal . .							
Petition for mercy submitted to the Hon'ble the Chief Commissioner and Governor General in Council . . .							
Telegram to Government for result of petition .							
Result							
Date of execution . .							

Jail Manual Rule No. 350

RULES FOR THE CARE AND GUARDING OF CONVICTS UNDER SENTENCE OF DEATH.

Para. 350 of the Jail Manual.

The guarding of condemned convicts shall be carried out by trustworthy permanent warders of different caste and different districts from those of the convicts. Every warder shall be on duty for t[illegible]

[illegible]

[illegible] न हो चार वारडरों से [illegible] जिन पर एक ही वारड होगा।

condemned with a baton [illegible]histle and shall

वारडर जिसकी नौकरी ऐसे सजा पाये हुये क़ैदी पर हो एक डन्डे से मुसल्लह होगा और उसके पास एक सीटी होगी और वह कोठरी के सामने क़रीब से एक सिरे से दूसरे सिरे तक गश्त लगायगा ताकि जल्द जल्द हर एक—क़ैदी नज़र के सामने आता रहे वह किसी शख़्स को क़ैदी के नज़दीक न आने देगा न उससे बात करने देगा अलावा सुपरिन्टेन्डेन्ट व डाक्टर व जेलर व डिप्टी जेलर व अस्पताल के मातहत मुलाज़िमान और हेड वारडर जिनकी नौकरी हो व वज़ीटर व अफ़सरान जेल जो कि रात के गश्त में हैं और अदना जेल के इजाज़त शुदा मुलाज़िमों मगर वाजिब निगरानी के साथ वह वक़्त ज़रूरत अख़्तियार करेगा।

وارڈر جسکی نوکری [illegible]
ایک ڈنڈہ کے مسلح اور اوسکے پاس [illegible]
هوگي اور وہ کوٹھري کے سامنے قریب سے [illegible]
سرے سے دوسرے سرے تک گشت لگا[illegible]
جلد جلد هر ایک قیدي نظر کے سا[illegible]
وہ کسي شخص کو قیدي کے نزدیک نہ
نہ اوس سے بات کرنے دیگا علاوہ سپرنٹنڈنٹ و ڈ
و جیلر و ڈپٹي جیلر و هسپتال کے ماتحت
ملازمان اور هیڈ وارڈر جسکي نوکري هو و وزٹ[illegible]
و افسران جیل جو کہ رات کي گشت میں هیں
اور ادنی جیل کے اجازت شدہ ملازموں کو مگر
واجب نگراني کے ساتھہ - وہ وقت ضرورت الارم
کریگا

One or more sentries as required will be on duty throughout the day Throughout the night the whole guard shall be present inside the jail Each warder of the guard will be permitted the use of his own bedding and a charpoy when off duty during the night The charpoys shall be removed during the day

The key of the cell in which a condemned convict is confined shall be kept by the head warder on duty and the duplicate shall be stored in the key chest at the main gate The head warder shall, in case of emergency such as an attempt to commit suicide enter the cell and take necessary action

The *door* of the cell in which a condemned convict is confined shall not ordinarily be opened unless the convict has been first handcuffed This precaution need not be taken if three warders and a superior officer are present

A condemned convict may be permitted to occupy the verandah in front of his cell *for* half an hour morning and evening but only one such convict at a time shall be allowed to do so During this time handcuffs should be applied and remain on the convict

ایک یا زیادہ سنتری جیسی کہ ضرورت ہو دن میں حفاظت کرینگے تمام رات پورا گارد جیل کے اندر موجود رہیگا گارد کے ہر ایک وارڈر کو اجازت ہوگی کہ وہ اپنا بستر و ایک چارپائی جبکہ اوسکی رات کی نوکری ختم ہو استعمال کرے چارپائیاں دن کو ہٹا دی جاینگی

اوس کوٹھری کی کنجی جسمیں کہ ایسا قیدی بند ہو ہیڈوارڈر جسکی نوکری ہو اوسکے پاس رہنگی اور اوسکی دوسری کنجی بڑے پھاٹک کے کنجی رکھنے والے بکس میں رکھی جاینگی ہیڈوارڈر ایسی ضروری حالت میں جبکہ قیدی جان دینے کی کوشش کرتا ہو کوٹھری کے اندر داخل ہوگا اور وہ ضروری کارروائی کریگا

تاوقتیکہ سزاے موت کے قیدی کو ہتکڑی نہ لگائی جاے اسکی کوٹھری کا دروازہ عام طور سے نہ کھولا جائیگا اس احتیاط کی اوسوقت ضرورت نہیں ہی جبکہ تین وارڈران اور ایک افسر بالا موجود ہوں

سزاے موت کے قیدی کو یہ اجازت ہوگی کہ وہ اپنی کوٹھری کے سامنے کا برآمدہ آدھ گھنٹہ صبح اور آدھ گھنٹہ شام استعمال میں لاے لیکن صرف ایک ہی قیدی ایک وقت میں ایسا کرسکتا ہی ایسی حالت میں قیدی کو ہتکڑی لگادی جائیگی اور وہ معہ ہتکڑی کے رہیگا

एक या ज़ियादह संत्री जैसी कि ज़रूरत हो दिन में हिफ़ाज़त करेंगे तमाम रात पूरा गारद जेल के अन्दर मौजूद रहेगा गारद के हर एक वारडरी को इजाज़त होगी कि वह अपना बिस्तरा व एक चारपाई जब कि उसकी रात को नौकरी ख़तम हो इस्तेमाल करे चारपाइयां दिन को हटा दी जायेंगी।

उस कोठरी की कुंजी जिसमें ऐसा सज़ा पाया हुआ क़ैदी बन्द हो हेड वारडर जिसकी नौकरी हो उसके पास रहेगी और उसकी दूसरी कुंजी बड़े फाटक के कुंजी रखने वाले बक्स में रक्खी जायगी हेड वारडर ऐसी ज़रूरी हालत में जैसे कि जान देने की कोशिश करना कोठरी के अन्दर दाख़िल होगा और ज़रूरी कार्रवाई करेगा।

तावक़्तेकि क़ैदी को हथकड़ी न लगादी जाय सज़ा पाये हुए क़ैदी की कोठरी का दरवाज़ा आम तौर से न खोला जायगा इस एहतियात कि उस वक़्त ज़रूरत नहीं है जब तक कि तीन वारडरान और एक अफ़सर बाला मौजूद हो।

सज़ा पाये हुए क़ैदी को यह इजाज़त होगी कि वह अपनी कोठरी के सामने का बरामदा आध घन्टा सुबह और आध घंटा शाम इस्तेमाल में लावे लेकिन सिर्फ़ एक ही क़ैदी एक वक़्त में ऐसा कर सकता है ऐसी वक़्त में क़ैदी को हथकड़ी पहना दी जायगी और मौजूद रहेंगी।

A convict sweeper or any other jail servant permitted to enter the cell of a condemned convict shall be carefully searched and kept under close observation by the head warder on duty.

A lantern shall be kept burning from sunset to sunrise in front of the grated door of every cell and shall be so placed as to throw a good light on the condemned convict.

The head warder on duty shall visit the cell occupied by a condemned convict on his rounds and at uncertain hours during the day and night and satisfy himself that the sentry is on the alert, the convict present, the cell secure and the lantern burning brightly. He shall forthwith report to the jailor any neglect on the part of the sentry or unusual or suspicious conduct of the convict.

The jailor or deputy jailor shall morning and evening carefully search the convict and examine his cell and satisfy himself that the convict has in his possession no forbidden articles and that his cell is sound and secure, and

ایک قیدي بھنگي یا کوئي دوسرا ملازم جیل جسکو کہ سزاے موت کے قیدي کي کوٹھري مین جانے کي اجازت ہو اسکي اچھي طرح سے تلاشي لے لی جائیگي اور ہیڈوارڈر جسکي نوکري ہو وہ اوسکي اچھي طرح نگراني کرتا رہیگا

ایک لالٹین شام سے صبح تک ہر ایک کوٹھري کے دروازہ کے جنگلہ کے سامنے جلتي رهیگي اور ایسے رکھي جائیگي کہ اوسکي روشني اس قیدي پر پڑے

ہیڈوارڈر جسکي نوکري ہو وہ گشت کریگا اوس کوٹھري کا جسمین کہ سزاے موت کا قیدي رهتا ہو گشت کي حالت مین بھي اور وقتاً فوقتاً دن و رات مین بھي دیکھیگا اور اطمینان کریگا کہ سنتري هوشیاري سے ہی اور قیدي کوٹھري مین حفاظت سے موجود ہی یا نہین اور لالٹین اچھي طرح جل رهي ہی اگر سنتري کي کسي قسم کي فرو گذاشت ہو یا غیر معمولي و مُشتبہ حالت کسي کي ہو وہ رپورٹ فوراً جیلر کو کریگا

جیلر یا ڈپٹي جیلر صبح و شام قیدي کي تلاشي اچھي طرح سے لیگا اور اوسکي کوٹھري کو دیکھیگا اور اطمینان کریگا کہ قیدي کے پاس کوئي ممنوع شي تو نہین ہی اور نیز اوسکي کوٹھري

एक मुलाज़िम भंगी या कोई दूसरा मुलाज़िम जेल जिसको कि मौत के सज़ा पाये हुये कैदी की कोठरी में जाने की इजाज़त हो उसकी अच्छी तरह पहले तलाशी ले ली जायगी और हेड वारडर जिस की कि नौकरी हो उसकी अच्छी तरह निगरानी करता रहेगा।

एक लालटेन शाम से सुबह तक हर एक कोठरी के दरवाजे के जंगले के सामने जलती रहेगी और इस तरह रक्खी जायगी कि काफ़ी रोशनी सज़ा पाये हुये कैदी पर पड़े।

हेड वारडर जिसकी कि नौकरी हो गश्त करेगा उस कोठरी का जिसमें कि मौत का सज़ा पाया हुआ कैदी रहता हो गश्त की हालत में भी और अचंभे में भी रात और दिन में और देखेगा और इतमीनान करेगा कि संत्री होशियार है मुलज़िम मौजूद है कोठरी हिफ़ाजत से है और लालटेन अच्छी तरह जल रही है संत्री को किसी किस्म की फरोगुज़াश्त या गैर मामूल या मुश्तबहा हालत कैदी का रिपोर्ट वह फौरन जेलर को करेगा।

जेलर या डिपटी जेलर सुबह वा शाम मुलज़िम की तालाशी अच्छी तरह से लेगा और उसकी कोठरी को देखेगा और इतमीनान करेगा कि कैदी के पास कोई मना की हुई चीज भी नहीं है और यह कि उसकी

shall examine the convict's food, and be present when it is issued, reporting in his daily report book that he has carried out these duties.

The rules in the preceding paragraphs apply also to female convicts under sentence of death subject to the reservation that the duty of guarding and searching shall be performed by female warders and that a female convict shall not be handcuffed except when this is absolutely necessary for the safety of the convict.

Every jail officer on night rounds shall visit the cells for condemned convicts and satisfy himself that the sentry is on alert, the convict is present and the lantern is burning brightly.

Condemned convicts shall not be fettered except when in transit from jail to jail or when for lack of accommodation they are confined in cells not meant for the confinement of such prisoners.

مصبوط اور محفوظ ھی کہ نہیں اور وہ قیدیوں کے کھانے کو بھی ملاحظہ کریگا جب کہ کھانہ دیا جاوے اوسوقت موجود رھیگا اور اپنی روزانہ کی رپورٹ کي کتاب میں دکھائیگا کہ اوس نے ان فرائض کو بخوبی انجام دیا

اوپر دئے ہوئے قاعدونکا اطلاق یا عمل عورت قیدی پر جسکو سزائے موت دی گئی ہو صرف اسقدر فرق سے ہوگا کہ اوسکی حفاظت اور تلاشی عورت وارڈروں سے کرائی جائیگی اور یہ کہ عورت قیدی کو ہتکڑی نہ لگائي جائیگی صرف اوس حالت میں جب کہ مجرمہ کی حفاظت کیلئے نہایت ضروري ہو

ہر ایک افسر جیل جو کہ رات کو گشت میں ہو وہ قیدیاں سزاے موت کي کوٹھري کو دیکھیگا اور اپنا اطمینان کریگا کہ سنتری ٹھیک نگرانی کرتا ہی اور قیدي موجود ہی اور لالٹین تیز جل رہي ہے

ان قیدیوں کو بیڑیاں نہ پہنائینگي الا ایک جیل سے دوسري جیل کی جانیکی حالت میں یا جگہ جگہہ کي کمی کي وجہ سے وہ ایسے کوٹھریوں میں بند کئے جائیں جو ان قیدیوں کے لئے نہ ہوں

कोठरी मज़बूत और महफूज़ है कैदियों के खाने का मुलाहिज़ा करेगा और जब कि खाना दिया जाये उस वक्त मौजूद रहेगा और अपनी रोज़ाना की रिपोर्ट की किताब में दिखलायगा कि उसने इन फ़राइज़ को अदा किया।

ऊपर दिये हुए कायदों का इतलाक या अमल औरत मुलज़िमा जिसको सज़ा मौत दी गई हो सिर्फ़ इस कदर फ़र्क से होगा कि हिफ़ाज़त और तलाशी औरत वारडरों से कराई जायगी और यह कि औरत मुलज़िमा को हथकड़ी न लगाई जायगी सिर्फ़ उस हालत में जब कि मुलज़िमा की हिफ़ाज़त के लिये निहायत ज़रूरी है।

हर एक अफ़सर जेल जो कि रात को गश्त में हो वह मौत की सज़ा पाये हुये मुलज़िमान की कोठरी को देखेगा और अपना इतमीनान करेगा कि संत्री पहरे पर है और मुलज़िम मौजूद है और लालटेन तेज़ जल रही है।

सज़ा पाये हुये कैदियों को बेड़ियां न दी जायगी अथवा एक जेल से दूसरी जेल में जाने की हालत में या जब कि जगह की कमी की वजह से वह ऐसे कोठरी में बन्द किये जायं जो ऐसे कैदियों के लिये न हों।

1

Jail Form No. 31.

UNDER-TRIAL PRISONER'S TICKETS.

Name			Register No.
Village	Thana	Zilla	
Charged with (crime)		Section	
Caste	Age	Law	
Health on admission (whether protected against small-pox, etc.)		Weight	

Authority issuing order of remand.	Previous conviction, if any.

Dates fixed for appearance.	Court before which to appear.	Dates fixed for appearance.	Court before which to appear.
1.		15.	
2.		16.	
3.		17.	
4.		18.	
5.		19.	
6.		20.	
7.		21.	
8.		22.	
9.		23.	
10.		24.	
11.		25.	
12.		26.	
13.		27.	
14.		28.	

Dates	ENTRIES	Entering Officer

Interviews

Jail Clothing

Cup	Tasla	B Coat	Blanket	Bedding	Langot	Coat	Cap	Janghia

Letters

	Cup	Tasla	B Coat	Blanket	Bedding	Langot	Coat	Cap	Janghia
Sent									
Received									

Weighment

Date	
Weight	
Inits	

l Form No. 32.

ULES FOR DIET AND OTHER PRIVILEGES OF UNDER-TRIAL PRISONERS.

Every under-trial prisoner shall, on admission to jail:—

(a) be required to wash himself and his clothing thoroughly;

(b) be supplied with a cup, plate and bedding, if necessary; if the prisoner is destitute or has insufficient clothes, the Superintendent shall issue from the jail store such clothes as may be necessary;

(c) be provided with an "Under-trial's ticket" in the prescribed form.

Every under-trial prisoner shall be permitted to purchase or receive from private sources food, clothing, bedding or other necessaries subject to the following restrictions:

(a) Such articles shall be examined by the jailor before being introduced into the jail.

(b) Tobacco, spirituous liquors and intoxicating drugs are prohibited, unless prescribed by the

جیل میںول فارم نمبر ۳۲

قواعد براے ملزمان زیر حراست - غذا و دیگر رعایتوں کے متعلق

هر حوالاتي جیلخانه مین داخل هونے پر:—

(الف) غسل کریگا اور اپنے کپڑے پورے طور سے دهوئیگا

(ب) ایک پیاله - پلیت اور بستر اگر ضرورت هوگي تو پائیگا اگر ایسے قیدي کے پاس ناکافي لباس وغیرہ هو تو سپرنٹنڈنٹ صاحب جیلخانه سے ایسے کپڑے عطا فرمائیں گے جو اسکے لئے ضروري هو

(پ) منظور شدہ فارم پر جو حوالاتي ٹکٹ مین وہ اونکو دیا جائیگا

(ت) هر حوالاتي کو مندرجه ذیل امور کي پابندي کرتے هوئے اجازت هی که وہ کھانے کي چیز - لباس - بستر یا دیگر ضروري اشیاء خرید سکتا هی یا اپنے نج کے ذرائع سے حاصل کر سکتا هی

(۱) ایسی چیزین قبل اس کے که داخل کیجائین جیلر اون کا ملاحظه کریگا

(۲) تمباکو - شراب یا دوسري منشي چیزون کي سخت ممانعت هی تاوقتیکه

जेल मैनुवल फ़ारम नम्बर ३२

क़ायदा मुलाजिमान ज़ेर हिरासत खाना व दीगर रिआयतों के मुतल्लिक़।

हर एक हवालाती जेल खाने में दाखिल होने पर।

(अ) नहायेगा और अपने कपड़े धोवेगा।

(ब) एक प्याला एक थाली और बिछौना अगर जरूरत होगी तो पावेगा अगर ऐसे कैदी के पास कपड़े कम हैं तो सुपरिन्टेन्डेन्ट साहब जेलखाना से ऐसे कपड़े मिलेंगे जो उसके लिये जरूरी हों।

(स) मंजूर हुए फ़ारम पर जो हवालाती टिकट है वह दिया जावेगा।

(द) हर हवालाती को नीचे लिखे हुये कामों की पाबन्दी करना होगा इजाज़त है कि वह खाने की चीज़ कपड़ा बिस्तर व दूसरी जरूरी चीजें ख़रीद सकता है या अपने निज के जरिये से हासिल कर सकता है।

(१) ऐसी चीजें क़बल इसके दाखिल की जाय जेलर उनको देखेगा।

(२) तम्बाकू शराब या दूसरी नशीली चीज़ों की मनाही है जब तक कि मेडिकल अफ़सर

Medical Officer on medical grounds

(c) All purchases shall be made by the jailor under the orders of the Superintendent

No part of any food, clothing, bedding or other necessaries belonging to an under trial prisoner shall be given, hired or sold to *any other prisoner* and any prisoner transgressing this rule shall lose the privilege of purchasing food or receiving it from private sources *for such time* as the Superintendent thinks proper

An under trial prisoner —

(a) shall receive the non labouring *diet of the jail* as prescribed in Chapter Dietary,

(b) may be permitted to cook his food,

(c) shall not be allowed to crop his hair, to have or in any way to alter his appearance so as to *make it difficult to recognize* him When the Medical Officer considers it necessary the hair

میڈیکل افسر طبی نقطہ نظر سے اسکی اجازت نہ دے

(۳) جیلر صاحب منظوری سپرنٹنڈنٹ صاحب تمام چیزیں خریدا کرینگے کوئی حوالاتی کھانا - کپڑا - بستر یا اور کوئی ضروری چیز کسی دوسرے قیدی کے ہاتھ نہ فروخت کرسکتا ہے نہ کرایہ وغیرہ پر دے سکتا ہے اور جو شخص خلاف ورزی کریگا اوسکو باہر سے چیزیں خریدنے یا کسی کے ذریعہ سے وصول کرنے کی تمام رعایتیں موقوف کردی جائینگی اور اوس وقت تک بند رہینگی جب تک سپرنٹنڈنٹ صاحب مناسب خیال کرینگے

ہر حوالاتی —

(۱) مشقت نہ کرنے والے قیدیوں کے مطابق خوراک پائیگا جیسا کہ جیل مینول کے باب خوراک میں مذکور ہے

(۲) اپنا کھانا پکا سکتا ہے

(۳) حوالاتیوں کو بال کٹوانے کی اجازت نہ دی جائیگی نہ اونکو حجامت بنوانے یا کوئی ایسا طریقہ برتنے کی جس سے اوسکی شناخت میں فرق آجائے یا جس سے اوسکی شناخت مشکل ہوجائے اوس وقت اجازت دیجائیگی

अपने डाक्टरी वजूह से इजाज़त न दे।

(३) जेलर सुपरिन्टेन्डेन्ट साहब से मंजूरी लेकर तमाम चीजें खरीदेंगे कोई हवालाती खाना कपड़ा बिस्तर या और कोई जरूरी चीज़ किसी दूसरे कैदी के हाथ न बेच सकता है और न किराये पर दे सकता है जो आदमी खिलाफ कायदे के काम करेगा उसको बाहर से चीजें मोल लेने या जिन के जरिये से वसूल करने की तमाम रियायतें बन्द करदी जावेंगी और उस वक्त तक बन्द रहेगी जब तक सुपरिन्टेन्डेन्ट साहब मुनासिब ख्याल करें।

हर हवालाती —

(१) मिहनत न करने वाले कैदियों की तरह खुराक पावेगा जैसा कि जेल मैनुवल के अठारह बाब में लिखा है।

(२) अपना खाना पका सकता है।

(३) हवालातियों को बाल कटाने की इजाज़त न दी जावेगी न उनकी हजामत बनवाने या कोई ऐसा तरीका बरतने को जिससे उसकी शक्ल व सूरत में फर्क आजाय जिससे उसकी पहिचान मुश्किल हो जाय उस वक्त तक

of an under-trial prisoner may be cut, but shall not be cut shorter than is necessary for purpose of health and cleanliness. Prisoners who have been more than a month in jail may, if they so desire have their hair cut to the length it was at the time of their admissions;

(*d*) shall not be required to labour. He shall be required to keep himself and his clothing and bedding clean, and may be required to keep the ward, cell or other compartment occupied by him clean if accustomed to do similar labour in his own house. No work of a degrading character shall be exacted from an under-trial prisoner. Such work may be performed for the under-trial ward by convicts, in charge of a jail officer, who shall be responsible that they do not communicate with the under-trial prisoners; under paragraph 381 (3) (*e*);

(*e*) shall, with the approval of the Superintendent, be allowed to possess and use his own books, in addition to those available

جبکه میڈیکل افسر صفائي یا صحت کے خیال کے بال کٹوانا ضروري تصور کریں تو اوس سے زیادہ نه کاٹے جائیں جیسا که ضروري هو وہ حوالاتي جو ایک ماہ سے زیادہ حراست میں رہے هوں اگر چاهیں تو اپنے بال کٹوا سکتے هیں جیسا که اون کے داخله کے وقت تھے

(۴) حوالاتي کو مشقت کرنے پر مجبور نه کیا جائیگا اوسکو اپني اور اپنے لباس و بستر کي صفائي ضروري هوگي اور اگر وہ اپنے گھر پر ایسے کام کا عادي رها هو تو اوسکو اپنا وارڈ بارك یا اور اوس کے متعلق کمرے وغیرہ کي صفائي کرنا هوگي کسي حوالاتي سے ایسا کام نه لیا جائیگا جس سے اوسکي تحقیر یا ذلت هوتي هو ایسے کام ایک ملازم جیل کے ماتحتي میں دوسرے قیدي کرینگے اور ملازم جیل اس کا ذمہدار هوگا که وہ قیدي کسی حوالاتي سے کوئي گفتگو تو نہیں کرتا جیل مینول کي دفعه ۳۸۱ (۳) (ت)

(۵) علاوہ جیلخانه کے کتب خانه کے کتابوں کے وہ بمنظوري سپرنٹنڈنٹ صاحب دوسري کتابیں بھي رکھه سکتا ہے

कि मेडिकल अफ़सर सफ़ाई या तन्दुरुस्ती के ख्याल से बाल कटवाना ज़रूरी समझें तो इससे ज़्यादा न काटे जावेंगे जैसा कि ज़रूरी हो वह हवालाती जो एक माह से ज़ियादा हिरासत में रहे हों अगर चाहें तो अपने बाल कटवा सकते हैं जितने उनके दाख़िले के वक्त थे।

(४) हवालाती को मिहनत करने को मजबूर न किया जावेगा उसको अपनी व अपने कपड़े व बिस्तर की सफ़ाई ज़रूरी होगी और अगर वह अपने घर पर ऐसे काम का आदी रहा हो तो उसको अपना वार्ड बारक या और उसके मुतालिक कमरे वगैरह की सफ़ाई करना होगी किसी हवालाती से ऐसा काम न लिया जायगा जिससे उसकी तहक़ीर व ज़िल्लत होती हो ऐसे काम एक ऐसे मुलाज़िम जेल की मातहती में दूसरे क़ैदी करेंगे और मुलाज़िम जेल उसका ज़िम्मेदार होगा कि वह क़ैदी किसी हवालाती से गुफ़्तगू नहीं करता जेल मेनुअल को दफ़ा ३८१ (३) (अ)।

(५) अलावा जेलख़ाने की पुस्तकालय की किताबों के वह मंज़ूरी सुपरिन्टेन्डेन्ट साहब

from the prison *library.* News *papers* shall not be allowed.

An intramural warder *shall be incharge* of the under *trial* ward or enclosure and *shall be* present from unlocking in the morning until locking up for the night

(*a*) A *convict* officer shall at all times, both day and night, be on duty in the under trial ward At night a *convict overseer* and *four convict* night watchmen shall be on duty in each barrack occupied by male under-trial prisoners The convict *officers* shall be *specially* selected by *the* Superintendent, who will satisfy himself from their antecedent that they are not likely to corrupt the under-trial prisoners. *The selection* will be *strictly* limited to prisoners in jail for minor offences.

لیکن اخبارات دیکھنے کی اجازت نہ ہوگی

(۶) حوالاتیوں کا وارڈ ایک سپاہی (انٹرا میورل وارڈر) کے چارج میں رہیگا جو صبح کھلنے کے وقت سے لیکر شام کو بند ہونے تک موجود رہیگا

(۷) ایک قیدی نمبردار ہر وقت - رات و دن ملزماں زیر حراست کے وارڈ میں موجود رہیگا رات کے وقت ایک قیدی نمبردار اور چار قیدی پہرے ہر بارک میں جسمیں مرد ملزماں زیر حراست ہوں رہینگے غیر قیدی کا انتخاب خاص احتیاط کے ساتھ صاحب سپرنٹنڈنٹ فرمائیں اور اس انتخاب کے موقع پر اس بات کا خاص طور سے لحاظ رکھا جائے کہ ایسے قیدی کے گزشتہ واقعات و حالات سے اس بات کا پتہ چلتا ہو کہ وہ ایسے ملزماں کو بہکانے کا باعث نہ ہوگا اور سوائے معمولی جیل خانہ کی سزاؤں کے کوئی بڑی سزا ان کو نہ دیگئی ہو

दूसरी किताबें भी रख सकता है लेकिन अखबारात देखने की इजाज़त न होगी।

(६) हवालातियों का वार्ड एक सिपाही (इन्ट्रामूरल वार्डर) के चार्ज में रहेगा जो सुबह खुलने के वक्त से लेकर शाम को बन्द होने तक मौजूद रहेगा।

(७) एक कैदी नम्बरदार हरवक्त रात व दिन मुलज़िमान ज़ेर हिरासत के वार्ड में मौजूद रहेगा रात के वक्त एक कैदी नम्बरदार और चार कैदी पहरेदार हर बारक जिसमें मर्द मुलज़िमान ज़ेर हिरासत हों रहेंगे गैर कैदी का इन्तखाब खास इहतियात के साथ साहब सुपरिन्टेन्डेन्ट फरमावें और इस इन्तखाब के मौके पर इस बात का ख़ास तौर से लिहाज़ रक्खा जाय कि ऐसे कैदी के गुज़िश्ता वाक़यात व हालात से इस बात का पता चलता हो कि यह ऐसे मुलज़िमान को बहकाने का कारण न होगा और सिवाय मामूली जेलखाने की सज़ाओं के कोई बड़ी सज़ा उनको न दी गई हो।

(b) The jailor shall see that the following routine is observed by the under-trial prisoners :—

	From 1st Oct. to 31st March.	From 1st April to 30th Sept.
	After unlocking up to	After unlocking up to
To visit the latrine in batches	7 A.M.	6 A.M.
To be on parade in the enclosure	7 to 9 A.M.	6 to 8 A.M.
To be locked up in their barracks	9 to 10 A.M.	8 to 10 A.M
To bathe and take their mid-day meals	10 to 11 A.M.	10 to 11 A.M.
To be locked up in their barracks	11 A.M. to 3 P.M	11 A.M. to 4 P.M.
To take exercise, have evening meal and be searched and locked up	3 P.M. to locking up	4 P.M. to locking up.

(c) Under-trial prisoners shall not be subjected to more restraint than is necessary for their safe custody, the maintenance of discipline and the enforcement of jail rules.

(۸) جیلر صاحب کو یہ دیکھنا چاهئے کہ مندرجہ ذیل امور کی پابندی ملزمان زیر حراست کرتے هیں یا نہین

	یکم اکتوبر لغایت ۳۱ مارچ	یکم اپریل لغایت ۳۰ ستمبر
پاےخانہ کے لئے تھوڑی تھوڑی تعداد مین جائینگے	جیل کھلنے کے وقت سے ۷ بجے تک	جیل کھلنے کے وقت سے ۶ بجے تک
احاطہ مین پریڈ پر حاضری	۷ بجے صبح کے ۹ بجے تک	۶ بجے صبح کے ۸ بجے تک
اپنے بارک مین بند کئے جاینگے	۹ بجے سے ۱۰ بجے دن تک	۸ بجے سے ۱۰ بجے دن تک
غسل اور دو پہر کا کھانا	۱۰ بجے سے ۱۱ بجے دن تک	۱۰ بجے سے ۱۱ بجے دن تک
بارک بندي (دو پہر کے وقت)	۱۱ بجے سے ۳ بجے دن تک	۱۱ بجے سے ۳ بجے دن تک
ورزش و شام کا کھانا - تلاشي اور بارک بندي (وقت شام)	۳ بجے سے اور بند ہونے کے وقت تک	۴ بجے سے اور بند ہونے کے وقت تک

(८) जेलर साहब को यह देखना चाहिये कि नीचे लिखे हुए कामों की पाबन्दी मुलज़िमान ज़ेर हिरासत करते हैं या नहीं।

	पहली अक्टूबर से ३१ मार्च तक	पहिली अप्रैल से ३० सितम्बर तक
पाखाने के लिये थोड़ी २ तायदाद में जायंगे	जेल खुलने के वक्त से, ७ बजे तक।	जेल खुलने के वक्त से ६ बजे तक।
अहाता में परेट पर हाज़िरी।	सात बजे सुबह से ९ बजे तक।	६ बजे सुबह से ८ बजे तक।
अपनी बारक में बन्द किये जायंगे।	९ बजे से १० बजे तक सुबह को	८ बजे से १० बजे तक सुबह।
नहाना और दोपहर का खाना	१० बजे से ११ बजे तक सुबह को	१० बजेसे ११ बजे तक सुबह को
बारक बन्दी (दोपहर के वक्त)	११ बजे से ३ बजे तक।	११ बजे से ४ बजे तक।
कसरत और शाम का खाना तलाशी और बारक बन्दी (शाम)।	तीन बजे से और बन्द होने के वक्त तक।	चार बजे से और बन्द होने के वक्त तक।

Jail Manual Form No 33

ABSTRACT OF RULES REGARDING CIVIL PRISONERS

Civil prisoners *may* be permitted to purchase or receive from private sources *food*, clothing, bedding or other necessaries, subject to the following restrictions —

(a) Such articles shall be examined by the Jailor or other Prison officer before being introduced into the jail

(b) Food cooked outside the jail shall be allowed only for such prisoners as the Superintendent, having regard to their former *habits or social position, may* authorize to receive it

(c) Spirituous liquors and intoxicating drugs *are* prohibited unless prescribed by the medical officer *on medical* grounds The use of tobacco is permitted

(d) All purchases for any civil prisoner shall be made by or under the orders of *Superintendent*

خلاصہ قواعد قیدیاں دیوانی

(۱) — قیدیاں دیوانی کو اجازت دیجا سکتی ہی کہ وہ حسب شرائط ذیل سرکاری یا نجی کے ذریعہ سے اپنی غذا - پوشاک - بستر یا دوسری ضروری اشیاء خرید سکیں یا منگا سکیں

(ب) ایسی چیزوں کا معائنہ جیل میں آنے سے پہلے جیلر صاحب یا کوئی دوسرے افسر جیل کے کرینگے

(۲) — صاحب سپرنٹنڈنٹ بہادر ایسے قیدیاں کو انکی غذا مہیا کرنے کے واسطے جو جیلخانہ سے باہر طیار کی گئی ہو اجازت دیتے وقت انکی عادات سابقہ اور حیثیت کا خیال رکھیں

(س) — شراب اور منشی اشیاء کا اوس وقت تک کہ میڈیکل افسر صحت کی وجہ پر نہ تجویز کریں استعمال کرنا منع ہی تماکو استعمال کرنیکی اجازت ہی

खुलासा कायद कैदियान दीवानी।

(१)—कैदियान दीवानी को इजाज़त दी जा सकती है कि वह नीचे लिखे हुये दस्तूरों पर सरकारी या निज के ज़रिये से अपनी गिज़ा पोशाक बिछौना या दूसरी चीज़े खरीद सके या मगवा सके।

(अ)—ऐसी चीज़ों का मुआयना जेलमें आने से पहिले जेलर साहब या कोई दूसरे जेल के अफ़सर करेंगे।

(२)—साहब सुपरिन्टेन्डेन्ट बहादुर ऐसे कैदियों को अपना खाना हासिल करने के वास्ते जो जेलखाना से बाहर तैयार किया गया हो इजाज़त देते वक्त उन की पहिली आदत हैसियत का ख्याल रक्खेंगे।

(स)—शराब नशीली चीज़ों का उस वक्त तक कि मेडिकल अफ़सर सेहत की वजह पर न तजवीज़ करे इस्तेमाल मना है तम्बाकू इस्तेमाल करने की इजाज़त है।

Every civil prisoner not provided with sufficient clothing and bedding shall be supplied by the Superintendent with such clothing and bedding as may be necessary.

هر ايك ديواني کے قيدي کو جس کے پاس كافي پوشاک اور بستر نہو تو صاحب سپرنٹنڈنٹ بہادر جیل اوس کو پوشاک اور بستر حسب ضرورت مہيا فرماوينگے

हर एक दीवानी क़ैदी को जिसके पास काफ़ी वरदी और बिछौना न हो साहब सुपीरिन्टेन्डेन्ट बहादुर जेल उसकी जरूरत के मुताबिक़ उसको वरदी और बिछौना देंगे।

A civil prisoner may with the Superintendent's permission work and follow any trade or profession. He shall keep the room he uses or occupies in a clean or orderly state. He shall be encouraged to work and, if he works on a trade, be allowed to receive his earnings, subject to such deductions as the Superintendent may consider necessary for the use of prison tools.

هر ایک ديواني قيدي صاحب سپرنٹنڈنٹ بہادر جيل كي اجازت سے كام كرسكتا هى اور كوئي تجارت يا پيشه كرسكتا هى

وہ اس جگہ کو جو اوس کے استعمال مين هوگی صاف اور باقاعدہ رکھیگا - اس کو کام کرے جرأت دلائي جاويگي - اگر وہ کسي پيشہ پر کام کریگا اوس کو اجرت دیجاويگی - شرط يہ هی کہ اس اُجرت مین سے جيل کے هتهيار اور روزانہ کے استعمال كي اُجرت منہا كر دي جاويگی جيسا کہ سپرنٹنڈنٹ صاحب بہادر جيل مناسب خيال فرماوين

हर एक दीवानी क़ैदी साहब सुपीरिन्टेन्डेन्ट बहादुर जेल की इजाज़त से काम कर सकता है और कोई तिजारत या पेशा कर सकता है वह उस जगह को जो उसके इस्तेमाल में होगी साफ़ और बाक़ायदा रक्खेगा उसको काम करने की हिम्मत दिलाई जावेगी अगर वह किसी पेशा पर काम करेगा तो उसको मज़दूरी दी जावेगी और इसी मज़दूरी से जेल के हथियार और औज़ार के इस्तेमाल की मज़दूरी ज़रूरी काम करली जावेगी जितना कि सुपीरिन्टेन्डेन्ट साहब बहादुर समझें।

Civil prisoners are allowed to cook their own food :—

قيديان ديواني اپني غذا خود پکائینگے :—

क़ैदियान दीवानी अपना खाना खद पकावेंगे :—

When a civil prisoner is supplied with articles of rations from the jail store room or with cooked diet from the jail kitchen, the cost of such articles of ration or diet shall be recovered from his subsistence allowance.

جب کسي ديواني کے قيدي کو اشياء خوراك جيل كي گودام سے دي جاويگي تو ايسے اشياء خوراك يا غذا كي قيمت اوسكي مقررہ قيمت خوراك سے منہا كرلي جاويگي

जब किसी दीवानी क़ैदी को खाने की चीज़ें जेल की गोदाम से दी जावेंगी तो ऐसी खाने वाली चीज़ों की क़ीमत उसकी क़ीमत ख़ूराक से कम करली जावेगी।

Civil prisoners shall be allowed to see their relatives friends and legal advisers betwen 7 A M and 2 P M in the interview room at the maingate on any days except Sundays and prison holi days

There shall be three grades of civil Prisoners —

First grade —All commissioned and gazetted officers of Government, and all other persons whose ordinary mode of living con firms to a similar standard

Second grade —All officers of Government other than com missioned and gazetted officers whose salary is not less than Rs 50 a month and all other persons whose mode of living confirms to a sim lar standard

Third grade —All other persons

The following scales are prescribed for each grade —

DIET

First grade	Two rupees per day
Second grade	One rupee per day
Third grade	S x annas per day

قیدیان دیوانی کو اجازت دی جاویگی کہ وہ اپنے رشتہ داروں - دوستوں اور قانونی مشیروں کو درمیان ۷ بجے صبح اور ۲ بجے دن کے جیل کے پھاٹک پر ملاقات کے کمرے میں کسی دن بجز اتوار اور جیلخانہ کی تعطیلوں کے دیکھ سکتا ہی

تین درجہ قیدیان دیوانی کے ہونگے —

درجہ اول — جملہ کمشن افسران اور گزٹڈ افسران اور جملہ دیگر اشخاص جن کا معمولی طرز رہائش اون کا ایسا ہو

درجہ دوئم — جملہ افسران سرکاری علاوہ کمشن اور گزٹڈ افسران کے جنکی تنخواہ پچاس روپیہ ماہوار سے کم نہو - اور جملہ دیگر اشخاص جن کا معمولی طرز رہائش ان کا ایسا ہو

درجہ سوئم — جملہ دیگر اشخاص

قواعد ذیل ہر ایک درجہ کے واسطے مقرر کیے جاتے ہیں —

خوراک

درجہ اول .	.	دو روپیہ یومیہ
درجہ دوئم	.	ایک روپیہ یومیہ
درجہ سوئم	.	چھہ آنہ یومیہ

कैदियान दीवानी को इजाज़त दी जावगी कि वह अपने रिश्तेदारों दोस्तों और कानूनी मुख़्तारों को दरमियान सात बजे सुबह और दो बजे दिन के फाटक पर मिलाई के कमरे में किसी दिन सिवा इतवार औ जेलखाना की तातीलों के देख सकते हैं।

कैदियान दीवानी के तीन दर्जे होंगे —

दर्जा अव्वल—जुमला कमीशन अफ़सरान और गज़टेड अफ़सरान और जुमला दीगर लोग जिनका मामूली रहने का तरीका उनका ऐसा हो।

दरजा दोयम—जुमला अफ़सरान सरकारी अलावा गज़टेड और कमीशन अफ़सरान के जिनको तनखाह पचास रुपया माहवारी से कम न हो और जुमला दीगर लोग जिनका रहने का तरीका उनका ऐसा हो।

दर्जा सोयम—जुमला दीगर लोग

नीचे लिखे हुये कायदे हर एक दर्जा के वास्ते मुकर्रर किये जाते हैं —

खुराक

दर्जा अव्वल		दो रुपये रोज़ाना
दर्जा दोयम		एक रुपया रोज़ाना
दर्जा सोयम	..	छै आना रोज़ाना

CLOTHING.

	Summer.	Winter.
	Rs.	Rs.
First grade . . .	64	80
Second grade . . .	32	40
Third grade . . .	16	25

The Superintendent shall decide what articles of clothing shall be supplied, taking into consideration the clothing already in possession of the judgment-debtor and his actual requirements.

	ايام گرما	ايام سرما
درجه اول .	٦٤ روپيه	٨٠ روپيه
درجه دويم .	٣٢ روپيه	٤٠ روپيه
درجه سويم .	١٦ روپيه	٢٥ روپيه

سپرنتندنت بہادر جيل طے كرينگے كه كون كون اشياء پوشاك مہيا كي جاويں جو پوشاك كه مديون ڈگري كے پاس هونگي اور جس جس چيز كي ضرورت هو لحاظ كرينگے

पोशाक

	गर्मी	सर्दी
दर्जा अव्वल	६४ रु०	८० रु०
,, दोयम	३२ रु०	४० रु०
,, सोयम	१६ रु०	२५ रु०

सुपीरिन्टेन्डेन्ट बहादुर जेल तै करेंगे कि कौन कौन से कपडे दिये जावें जो कपडे कि मदयून डिगरी के पास होंगे और जिस जिस चीज़ की जरूरत हो लिहाज़ करेंगे।

Jail Form No 34

MEDICAL HISTORY SHEET.

APPENDIX I.

Revised form of medical history sheet of lunatics.

N. B —The ultimate responsibility for the preparation of this form rests with the committing officer, who must see that the requisite information is supplied by the Police and the Medical Officer without undue delay.

Questions to be answered upon information supplied by the Police alone.

1. Name of patient in full and caste or race
2. Name of patient's father
3. Married or single or widowed
4. Condition of life and previous occupation (if any)
5. Religion
6. Place of birth and recent place of abode.
7. Whether homeless or living with relatives.
8. Whether any member of patient's family has been or is affected with insanity.
9. Whether the attack is the first attack of insanity or not.
10. Age (if known) at onset of first attack.
11. Previous history and habits and facts indicating insanity.
12. Duration and nature of any previous attack.
13. Supposed cause of
14. Duration of existing attack.

Signature,

Questions to be answered by the Medical Officer alone.

1. Sex and age of patient.
2. Marks whereby the patient may be identified.
3. State of bodily health.
4. Symptom exhibited
5. Whether subject to epilepsy or any other disease.
6. Whether suicidal.
7. Whether dangerous to others.

*Here the name of Village, Police Station and district and length of residence should be stated.

† This heading should show the names and addresses of the relative or persons legally bound to maintain the lunatic (if any, and whether they are able and willing to take charge of him or to bear the cost of his maintenance in the asylum and, if not, why not.

‡ In this the mode of life the patient led, his conduct, reasons for suspecting insanity history of any particular illness which may have helped to produce this condition of mind, his temperament or any habit of taking or smoking any drug should be mentioned in the case of Criminal lunatics, also the nature of the crime, the detailed circumstances under which it was committed how he came to be arrested by the police and the section under which the lunatic was charged and the result of trial in addition to other particulars which may be available.

§ Whether he is addicted to any spirits or drugs and if so, for how long he has been so addicted and what is the quantity habitually taken, whether he is a member of any particular religious or political societies ; or whether he suffered from loss of property ; loss of relatives, domestic troubles, or ill health immediately before the attack.

¶ In this, the general health of the patient as well as any abnormality of feature of development should be entered. It is desirable that special mention be made as to whether the patient is or is not suffering from any tubercular disease.

Appendix II.

APPENDIX H.

(Vide Rule 4 (2).)

Certificates of fitness for transfer and condition of health in the case of lunatics sent to Asylum.

Station Hospital [illegible]

Dated the , , 194

Certified that criminal lunatic / the lunatic .... (name) [illegible]

is in sufficiently good health, and in a fit state, to travel from [illegible]

(the station) to Mental Hospital, Agra.

Medical Officer

Jail Manual Form No. 35.

DIET SCALE FOR PRISONERS.

Class of Diet.	Flour (scenote).	Parched Gram.	Vegetables.	Oil.	Salt.	Chillies.	Turmeric.	Dal.	Fuel.	Coriander.	Anti-Scorbutics.
	Ch.	Ch.	Ch.	Ch.	Ch.	Ch.	Ch.	Ch.			From April to October a daily ration of one of the following anti-scorbutics to all classes :— Ch.
I For labouring Convicts in Class "C".	12	2	4	4·25	2·5	1·25	1·50	1¼	6 Ch.	1·25	Lime Juice . . 1·4 Amchur . . . 1·12 Tamarind pulp (free from husk). 1·6
II All Under-trial prisoners and all non-labouring convicts.	10	2	4	4·25	2·5	1·25	1·50	1¼		1·25	

Jail Manual Form No 36.

DIET SCALE FOR SICK PRISONERS

Diet.	Wheat Atta.	Rice.	Dal.	Milk.	Sago.	Sugar	Ghee	Vegetable	Oil	Spices	Turmeric	Salt	Fuel	Antiscorbutics
	Ch.	Ch.	Ch.	Srs	Ch.	Ch.	Ch	Ch	Ch	Ch	Ch	Ch	Ch	
I. Milk . . .	.	.		as required		as required							..	From April to October
II. Milk and Sago .	.	..	..	1	2	1								A daily ration of one of the following antiscorbutics to patients receiving diets IV and V
III. Milk and Rice .	..	4	..	1		1								
IV Rice and Dal .	..	6	2	.		.	1/8	3		1/10		2/5	.	Lime Juice 1/4 Ch. Amchur 1/12 " Coriander 1/30 " Tamarind pulp 1/6 " (Free from husk)
V Wheat . .	10	..	1½	.	.	.	1/8	3	.	1/10	.	2/5	Firewood 8 chs	

N B—Extras as ordered by the Medical Officer

Jail Manual Form No. 37.

To

THE SUPERINTENDENT,

CENTRAL JAIL,

AJMER.

SIR,

I..................................son of.. ....

caste....................................of...

wish to see my relative...

s/o...................................caste... ....

at present in your Jail as Undertrial/Civil/Convict, which please allow.

AJMER. Lt. T. Imp : of

The 193 . ...

Jail Manual Form No 35.
Book of 100 leaves.

REQUISITION FOR PRISONERS REQUIRED IN OFFICE.

To The officer in charge of the ______________________

Please allow prisoner No ______________________

Name ______________________

[illegible]

[illegible]

[illegible]

[illegible]

REQUISITION FOR PRISONERS REQUIRED IN OFFICE.

To The officer in charge of the ______________________

Please allow prisoner No ______________________

Name ______________________

to be brought down to office for orders.

Clerk or Dy. Jailor.

Jailor.

Date 193 .

Jail Manual Form No. 39.

BARRACK LIST.

Circle.................. *Barrack*.............. *Month*.........................193 .

Serial number.	Admission register No.	Name.	Date.																															Remarks.
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
		Total ordinary prisoners .																																
		Total number of dangerous prisoners locked up *vide* circle list .																																
		Total locked up .																																
		Initials of officers calling the roll.																																

NOTE.—Against berth numbers write letters D, or C, Os, or "C. N. W" for berths reserved for "dangerous" convicts, convict warders, convict overseers and convict night watchmen as the case may be.

Jail Manual Form No 40

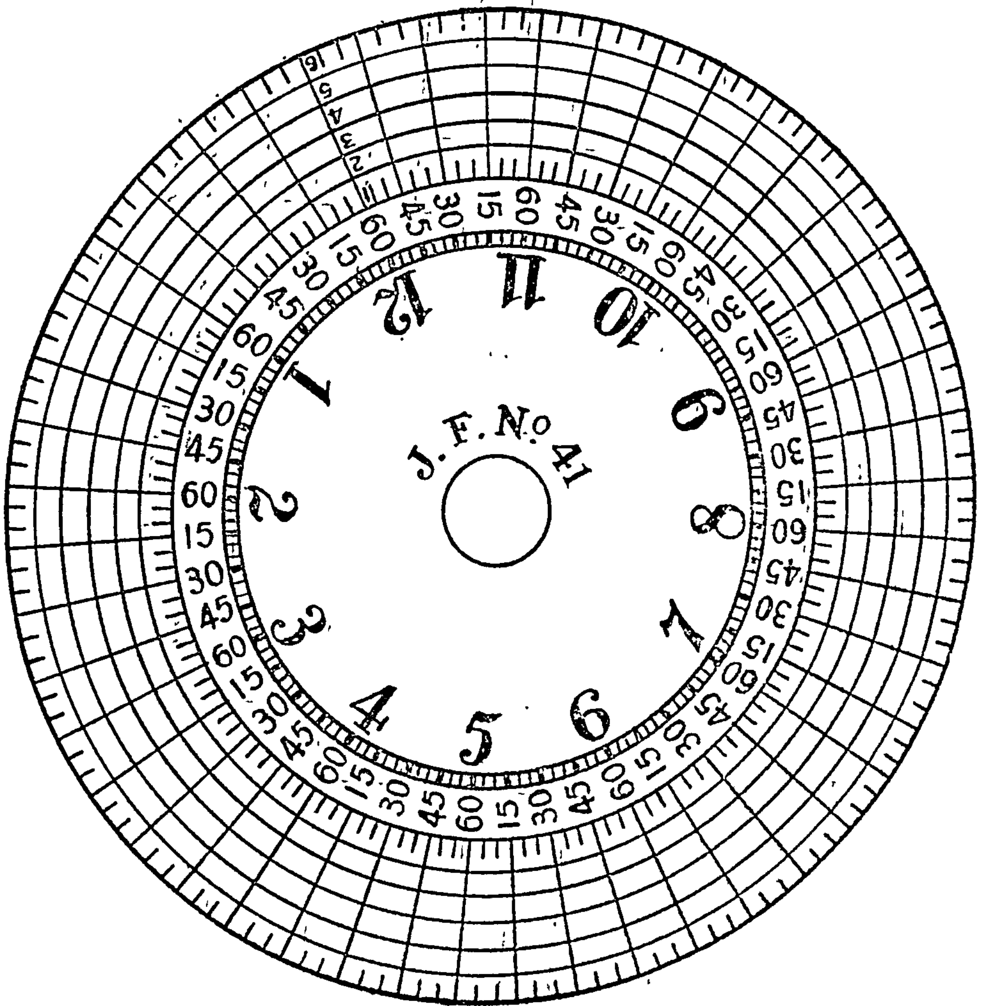
ROLL OF CONVICT OFFICERS.

*Circle*__________ *Barrack*__________ *Month*__________

Convict Officers from Lock up to Unlocking										
From Locking up to 21 1st Watch.		From 21 to 23 2nd Watch		From 23 to 1 3rd Watch		From 1 to 3 4th Watch		From 3 to Unlocking 5th Watch		REMARKS
Reg No.	Name	Reg No	Name	Reg No	Name	Reg No	Name	Reg No	Name	

NOTE.—When any change is made the date should be given and the entry initialled by the officer locking up

Circle Officer.


J. F. No 41

Jail Manual Form No 42

LIST OF PRISON OFFENCES AND PUNISHMENTS.

862 (*a*) The following Acts are declared by section 45 of the Prisons Act, 1894 to be prison offences when committed by a prisoner :—

(1) Such wilful disobedience to any regulation of the prison as shall have been declared by rules made under section 59 of the Prisons Act, 1894, to be a prison offence ;

(2) Any assault or use of criminal force ;

(3) The use of insulting or threatening language ;

(4) Immoral or indecent or disorderly behaviour ;

(5) Wilfully disabling himself from labour ;

(6) Contumaciously refusing to work ;

(7) Filing, cutting, altering, or removing handcuffs, fetters or bars without due authority ;

(8) Wilful idleness or negligence at work by any prisoner sentenced to rigorous imprisonment ;

(9) Wilful mismanagement of work by any prisoner sentenced to rigorous imprisonment ;

(10) Wilful damage to prison property ;

(11) Tampering with or defacing history tickets, records, or documents ;

(12) Receiving, possessing or transferring any prohibited article ;

(13) Feigning illness ;

(14) Wilfully bringing a false accusation against any officer or prisoner ;

(15) Omitting or refusing to report, as soon as it comes to his knowledge, the occurrence of any fire, any plot or conspiracy, any escape, attempt or preparation to escape, and any attack or preparation for attack upon any prisoner or prison official ; and

(16) Conspiring to escape, or to assist in escaping, or to commit any other of the offences aforesaid.

(*b*) Refusal, by a Prisoner the diet prescribed by the authorities of the prison shall constitute a prison offence and shall be punishable with any punishment admissible under section [illegible] of the Prisons Act, [illegible].

863. The following Acts are forbidden, and every prisoner who wilfully commits any of the following Acts shall be deemed to have wilfully disobeyed the regulations of the prison and to have committed a prison offence within the meaning of section 45 of the Prisons Act, 1894 :—

(1) [illegible] by an officer of the prison to desist, and singing, loud laughing, and loud talking at any time ;

(2) Quarrelling with any other prisoner ;

(3) Secreting any article whatever ;

(4) Showing disrespect to any officer or visitor ;

(5) Making groundless [illegible]

(6) Answering [illegible] questions put by an officer or a visitor ;

(7) [illegible]

prisoner of the opposite sex, civil or undertrial prisoner or a prisoner of a different class, in disobedience of the regulations of the prison;

(8) Abetting the commission of any prison offence;

(9) Omitting to assist in the maintenance of discipline by reporting any prison offence, or to give assistance to an officer of the prison when called on to do so;

(10) Doing any act or using any language calculated to wound or offend the feelings and prejudices of a fellow prisoner;

(11) Doing any act calculated to create any unnecessary alarm in the minds of the prisoners or officers of the prison;

(12) Leaving without permission of an officer of the prison the gang to which he is attached, or the part of the prison in which he is confined;

(13) Leaving without permission of an officer of the prison the ward, the yard, the place in file, the seat or berth assigned to him;

(14) Loitering about the yards or lingering in the wards when these are open;

(15) Omitting or refusing to march in file when moving about the prison;

(16) Visiting the latrines or bathing platforms except at stated hours, or without permission of an officer of the prison, or resorting unnecessarily to the night latrine, or omitting or refusing to employ dry earth in the manner directed by the prison regulations;

(17) Refusing to eat the food prescribed by the prison diet scale;

(18) Eating or appropriating any food not assigned to him, or taking from or adding to the portions assigned to other prisoners;

(19) Removing without permission of an officer of the prison food from the cook-room or godown or from the place where meals are served, or disobeying any order as to the issue and distribution of food and drink;

(20) Wilfully destroying food or throwing it away without orders;

(21) Introducing into food or drink any thing likely to render it unpalatable or unwholesome;

(22) Omitting or refusing to wear the clothing given to him, or exchanging any portion of it for the clothing of other prisoners, or losing, discarding, damaging, or altering any part of it;

(23) Removing, defacing, or altering any distinctive number, mark or badge attached to or worn on the clothing or person;

(24) Omitting or refusing to keep the person clean, or disobeying any order regulating the cutting of hair or nails;

(25) Omitting or refusing to keep clean his clothing, blankets, beeding fetters, iron cups or plates or identification token or disobeying any order as to the arrangement and disposition of such articles;

(26) Tampering in any way with prison locks, lamps, or lights, or other property with which he has no concern;

(27) Stealing the prison clothing or any part of the prison kit of any other prisoner;

(28) Committing a nuisance in any part of the prison;

(29) Spitting on or otherwise soiling any floor, door, wall or other part of the prison building or any article in the prison;

(30) Wilfully be fouling the wells, latrines, washing or bathing places;

(31) Damaging the trees and vegetables in the garden of the jail, or maltreating the prison cattle;

(32) Omitting or refusing to take due care of all prison property entrusted to him;

33) Omitting or refusing to take due care of, or injuring, destroying or misappropriating the materials and implements entrusted to him for work;

(34) Omitting to report at once any loss, breakage or injury which he may accidentally have caused to prison property or implements,

(35) Manufacturing any article without the knowledge or permission of an officer of the prison,

(36) Performing any portion of the task allotted to another prisoner or obtaining the assistance of another prisoner in the performance of his own task,

(37) Appropriating any portion of the task performed by another prisoner,

(38) Mixing or adding any foreign substance to the materials issued for work,

(39) Wilfully causing to himself any illness, injury or disability,

(40) Causing or omitting to assist in suppressing violence or insubordination of any kind,

(41) Taking part in any attack upon any prisoner or officer of the prison,

(42) Omitting or refusing to help any officer of the prison in case of an attempted escape or of any attack upon such officer or upon another prisoner,

(43) Disobeying any lawful order of an officer of the prison or omitting or refusing to perform duties in the manner prescribed.

868 The following punishments shall be considered minor punishments —

(1) Formal warning,

(2) Change of labour for a stated period to some more irksome or severe form,

(3) Forfeiture of remission earned, not exceeding three days,

(4) Forfeiture of class, grade or prison privileges for a period not exceeding three months,

(5) Temporary reduction from a higher to a lower class or grade,

(6) Cellular confinement for not more than seven days

(a) Cellular confinement means such confinement with or without labour as entirely secludes a prisoner from communication with but not from sight of, other prisoners,

(7) Separate confinement for not more than fourteen days,

Separate confinement means such confinement with or without labour as secludes a prisoner from communication with, but not from sight of, other prisoners, and allows him not less than one hour's exercise per diem and to have his meals in association with one or more other prisoners

(8) Imposition of handcuffs otherwise than by handcuffing a prisoner behind or to a staple,

(a) Handcuffs imposed by way of punishment shall be iron bar handcuffs, weighing with lock, not more than 2 pounds each or swivel with spring catch handcuffs weighing not more than 2 pounds each, or swivel with spring catch handcuffs weighing not more than 1 pound each, or chain handcuffs with not more than 1 pound each,

(b) Handcuffs may be imposed on the wrists in front by day or night for a period of not more than twelve hours at a time, with intervals of not less than 12 hours between each period and for not more than four consecutive days or nights,

(9) Imposition of link fetters for not more than 20 days Link fetters shall be composed of a chain and ankle rings The total weight of such fetters including the ankle rings, shall not exceed 3 pounds, and the chain shall not be less than 2 feet in length.

(10) Substitution of clothing of gunny or other coarse [illegible] for the portion of the [illegible] prison clothing which is not [illegible] for a period [illegible] three months.

839. The following punishments shall be considered major punishments

(1) Hard labour for a period not exceeding seven days in the case of convicted criminal prisoners not sentenced to rigorous imprisonment.

(2) (*a*) Forfeiture of remission earned, exceeding three but not exceeding nine days ;

(*b*) Forfeiture of remission earned in excess of nine days ;

(*c*) Forfeiture of class, grade, or prison privileges for a period exceeding three months ;

(*d*) Exclusion from the remission system for a period not exceeding three months ;

(*e*) Exclusion from the remission system for a period exceeding three months ; and

(*f*) Permanent reduction from a higher to a lower class or grade.

In the case of punishments 2 (*b*) and 2 (*e*) or any combination of the punishments 2 (*b*), 2 (*c*) and 2 (*e*) the order of punishment shall not take effect until sanctioned by the Inspector-General.

(3) Cellular confinement for a period exceeding seven days.

(4) Separate confinement for a period exceeding fourteen days.

The maximum period for this punishment is three months, and the previous confirmation by the Inspector-General is required when the period exceeds one month,

(6) Bar fetters.

(*a*) Bar fetters shall be composed of two bars joined together by a welded link and attached to ankle rings. The total weight of such fetters, including the ankle rings, shall not exceed 5 pounds and each bar shall be not less than 20 inches in length.

(*b*) The maximum period for which bar fetters may be continuous-[illegible] is three months.

(7) Cross-bar fetters.

(*a*) Cross bar fetters shall be composed of a single bar for the purpose of keeping the legs apart and of ankle rings. The total weight of such fetters, including ankle rings shall not exceed 2½ pounds. The length of the bar shall not exceed 16 inches in the case of men who are not less than 5 feet 6 inches in height, or 14 inches in the case of men below this height.

(*b*) The maximum period for which cross-bar fetters may be continuously imposed is 240 hours.

(8) Handcuffing behind or to a staple.

(I) Handcuffs may be imposed on the wrists behind by day only for a period of not more than six hours in any day of 24 hours, and for not more than four consecutive days ;

(II) Handcuffs may be imposed by attaching the handcuffs affixed on the prisoner's wrists to a staple in front of the prisoner by day for not more than four consecutive days and for not more than six hours on each day with an interval of at least one hour after the handcuffs have been so attached for three hours :

Provided that such staple shall not be higher than the prisoner's shoulder nor lower than his waist and that no prisoner shall be attached by handcuffs to a staple except in the presence of other prisoners.

Provided, further, that the punishment referred to in sub-clause (II) shall not be executed until the prisoners to whom the punishment has been awarded has been examined by the medical officer and pronounced to be fit to undergo the punishment.

Provided, also, that this punishment shall be restricted to cases where the prisoner has been guilty of repeated

and wilful violations of any prison rule, and where, in fact, his conduct is evidently due to contumacy

(10) Whipping

(a) Whipping, as a prison punishment, shall be inflicted only for mutiny or for conduct seriously affecting the discipline of the prison, or for incitement thereto, or for serious assaults on any public servant or visitor, or after other punishments have failed for other offences of a specially grave nature

(I) *In the case of a person of or over sixteen years of age such* punishment shall not exceed 30 stripes, and in the case of a person under sixteen years of age it should not exceed fifteen stripes

(II) Any combination of punishments admissible under the following provisions, namely —

Any two punishments may be awarded in combination subject to the following exceptions —

(I) Formal warning shall not be combined with any other punishment except loss of privileges,

(II) Cellular confinement shall not be combined with separate confinement so as to prolong the total period of seclusion to which the prisoner is liable,

(III) Whipping shall not be combined with any other form of punishment except cellular or separate confinement or punishment involving loss of privileges admissible under the remission system,

870 (a) No punishment shall be awarded for any such offence so as to combine, with the punishment awarded for any other such offence, two of the punishments which may not be awarded in combination,

(b) The following punishments shall not be carried out in combination even when awarded at different times for different offences —

(1) Penal diet with whipping,

(2) Penal diet with standing handcuffs,

(3) Standing handcuffs with cross-bar fetters, and

(4) Cross bar fetter with bar fetters.

Jail Form No. 43.

No. ....of 19 .

Dated Ajmer, the 19 .

FROM

THE SUPERINTENDENT,

CENTRAL JAIL, AJMER,

To

THE COMMISSIONER AND INSPECTOR GENERAL OF PRISONS,

AJMER-MERWARA, AJMER.

SIR,

I have the honour to forward herewith Nominal Roll of Prisoner No. son of of who escaped from the while working there at about on the 19 .

The Superintendent of Police, Ajmer-Merwara, district Ajmer and the Superintendent of Police, Ajmer-Merwara, Railway Section, Indore, have been informed and other necessary steps taken to effect his re-capture.

I have the honour to be,

Sir,

Your most obedient servant,

Superintendent, Ajmer Central Jail.

No. ....of 19 .

Dated Ajmer, the 19 .

Copy with enclosures forwarded to the Superintendent of Police, Ajmer-Merwara, district Ajmer, / Ajmer-Merwara, Railway Section, Indore, for information and favour of necessary action.

Superintendent,

Ajmer Central Jail.

NOMINAL ROLL OF ESCAPED PRISONER No ____________ SON OF ________________ OF ____________

Reg No	Name of Prisoner.	Parentage.	Caste.	Residence of Prisoner.	Crime	Sentence and Convicting Court	Date of Sentence	Date of Release	REMARKS.

Jailor.

Superintendent.

Jail Manual Form No. 44.

CELL TICKET FOR JUDICIAL SOLITARY CONFINEMENT.

*Cell No.*____________

Jail Register Number.	Name and father's name and caste.	Date of admission into jail.	Term of sentence of imprisonment.	Crime.	Term of sentence of solitary confinement.	Period passed in cell.																							
						Week.																							
						1		2		3		4		5		6		7		8		9		10		11		12	
						From	To	From	To	From	To	From	To	From	To	From	To	From	To	From	To	From	To	From	To	From	To	From	To
						Date.		Date.		Date.		Date.		Date.		Date.		Date.		Date.		Date.		Date.		Date.		Date.	
LABOUR ORDERED.																													

Jail Manual Form No. 45.

Cell No

[illegible]	Name	Jail offence	Punishment	Labour ordered	Date on which placed in cells.	Date on which removal is due.

Jail Manual Form No. 46.

NOMINAL ROLL OF CONVICT RECOMMENDED FOR REMISSION OF SOLITARY CONFINEMENT.

(To be submitted in Duplicate.)

Name of Jail ______________________

1. Admission Register No.
2. Name.
3. Caste.
4. Sex.
5. Crime and Section. Sentencing officer.
6. Term of sentence.
7. Period of solitary confinement ordered.
8. Date of sentence.
9. Date of release (original).
10. Probable date of release under remission rules.
11. Unexpired period of sentence calculated on date of release under remission rules. } Years. Months. Days.
12. Expired portion of solitary confinement.
13. Unexpired portion of solitary confinement.
14. Remarks by Medical Officer.

(Here state whether the convict is permanently unfit to undergo whole or a portion of solitary confinement, as the case may be, and state reasons.)

Officer in Medical Charge of Jail.

No............

Dated............................193 .

Submitted to the Inspector General of Prisons, Ajmer-Merwara, Ajmer, for favour of necessary action.

Superintendent.

No ..

Dated Ajmer, the 193

Submitted to the Secretary to Hon'ble the Chief Commissioner, Ajmer Merwara for order of the Hon'ble the Chief Commissioner

Commissioner and
Inspector General of Prisons,
Ajmer Merwara

ORDERS OF GOVERNMENT

Judicial (Criminal) Department

No

Dated 193

Secretary to Hon'ble the
Chief Commissioner,
Ajmer-Merwara

OFFICE OF THE INSPECTOR GENERAL OF PRISONS,
AJMER MERWARA

No

Dated Ajmer, the 193

Returned to the Superintendent Jail, for *necessary action Acknowledgment is requested*

Inspector General of Prisons,
Ajmer Merwara

Jail Manual Form No. 47.

DAILY LABOUR TICKET.

No................ Work.................

Name of convict.............................. Prescribed task . ...

(Put the letter "P" after the task for which the convict was punished.)

Month.	....	....	....	....	....	....	Month.
Date.							Date.
1							1
2							2
3							3
4							4
5							5
6							6
7							7
8							8
9							9
10							10
11							11
12							12
13							13
14							14
15							15
16							16
17							17
18							18
19							19
20							20
21							21
22							22
23							23
24							24
25							25
26							26
27							27
28							28
29							29
30							30
31							31

Jail Manual Form No 48.

LIST OF CONVICTS WORKING IN THE MILL HOUSE.

(To be hung up in each mill house)

Jail Register number	Name.	Date on which placed on mill work	Date on which removed.	Remarks.

Jail Manual Form No. 49.

LIST OF CONVICTS SELECTED FOR EXTRAMURAL LABOUR IN THE ______ JAIL

NOTE.—Paragraph 777 of the Jail Manual.

The undermentioned classes of convicts shall not be employed on extramural labour.

(1) Convicts under sentence of imprisonment for terms exceeding 5 years.

(2) Convicts belonging to any of the following classes :—

(a) dacoits;
(b) convicts who have previously escaped or have attempted to escape;
(c) poisoners;
(d) specially dangerous criminals who have been convicted of organized crime;
(e) residents of foreign territory or an Indian state;
(f) convicts for whom an order of serveillance under Section 565, Criminal Procedure Code, has been passed;
(g) convicts who have no fixed place of residence;
(h) convicts imprisoned under Section 109, Cr. P. C., who are not P. R.;
(i) convicts under the U. P. Excise Act, 1910.

Serial number.	Admission register number.	Name.	Caste.	Crime section.	Sentence.			Sentence passed including remission earned.			Sentence remaining after deducting remission earned.			REMARKS.
					Y.	M.	D.	Y.	M.	D.	Y.	M.	D.	

Certified that the entries have been checked with warrants, classification slips and remission cards and found correct. Also that no convict recommended in this roll belongs to any of the classes whose extramural employment is prohibited.

Jailor.

No.______ dated the ______ 193 .

Forwarded to the Inspector-General of Prisons, Ajmer-Merwara, and recommended for sanction as a special case.

Superintendent of Jail.

Jail Manual Form No 50.

LIST OF FACTORY ORDERS FOR CARPETS, DURRIES, Etc , IN COURSE OF *MANUFACTURE.*

Loom No.	Factory Order No.	Date of Commencement	Initials of Factory Officer	Date of Completion	Initials of Factory Officer	Remarks

Jail Manual Form No. 51.

VEGETABLE CHART.

Showing time, depth, distance and the time they take to mature.

Name of vegetables.	Time of sowing.	Distance between rows.	Distance between plants.	Depth of plants.	Seed rate per acre.	Time taken to mature.
Asparagus	Septr. to Novr.	1½′	1½′	½′	2 lbs.	3 to 4 Months.
Artichoke globe	Aug. to Octr.	3′ to 4′	3′ to 4′	½″	1 lb.	4½ to 5 do.
Do. Jerusalem	March to May	3½′	3½′	3″	7 to 9 Mds.	8 to 9 do.
Arwi	Feb. to April	2½′ to 3′	6′ to 9′	4′ to 6′	10 or 11 ,,	10 to 11 do.
Banda	Feb. to April	4′ to 5′	3′ to 4′	6″	11 to 12 ,,	11 to 12 do.
Bottle gourd (Lauki)	Feb. to July and Septr. to Novr.	5′ to 6′	3′ to 4′	2″	2 to 3 lbs.	2 to 2½ do.
Bean, broad	July. to Novr.	2′ to 2½′	1′ to 1½′	2″	60 lbs.	2½ to 3 do.
Beans, dwarf (French)	July. to Novr.	1½′ to 2′	1½′	2″	60 lbs.	2 to 2½ do.
Beans, runner	July. to Novr.	2½′ to 4′	9″ to 12″	2″	25 to 30 lbs.	2 to 3 do.
Beet-root	Aug. to Decr.	1½′ to 2′	8″ to 18″	2″	4 to 5 lbs.	2 to 2½ do.
Brinjals	Feb. to March & June to Aug.-Octr.	3′ to 4′	2½′ to 3′	½″	6 to 8 Ozs.	4 to 5 do.
Bitter gourd (Karela)	Feb. to April and July to Octr.	3′ to 4′	2½′ to 3′	1″	5 to 6 lbs.	2½ to 3 do.
Brocoli	Septr. to Novr.	2′ to 2½′	1½′ to 2′	½″	lb.	5 do.
Brussels sprouts	Aug. to Octr.	2½′ to 3′	2′ to 2½′	½″	lb.	4 do.
Cauliflower	June to Aug. (acclimatised) & Septr. to Novr. imported.	3′ to 3½′	2½′ to 3′	½″	5 to 7 ozs.	3½ to 5 do.
Cabbage	Aug. to Novr.	3′ to 3½′	2½′ to 3½′	½′	8 to 9 ozs.	3½ to 4 do.
Capsicum	Aug. to Octr.	2′ to 2½′	2′	½″	lb.	3½ to 4 do.

Celery	Aug to Octr.	3′ to 4′	1′ to 1½′	1/8″	5 to 7 ozs	4 to 5	do
Chillies	Feb to Octr	2′ to 2½′	1½′ to 2′	1/4″	6 ozs	3 to 4	do
Cress (Water)	Octr to Novr. . . .	1′ to 1½′	1′	1/4″	2 to 3 lbs	3 to 4	do.
Cress (Garden)	Septr to Feb . . .	1′ to 1½′	1′	1/4″	6 lbs	2½ to 3	do.
Chicory (Kasni) . . .	Septr to Novr . . .	1½′ to 2′	1½′	½″	4 to 5 lbs	3½ to 4	do.
Coriander	Septr to Novr .	2′	1½′	½″	4 to 5 lbs	4 to 5	do.
China cabbage . . .	Aug to Novr	2′ to 2½′	2′	½″	9 to 12 ozs	2½ to 3	do
Carrot . . .	Aug to Novr .	12″	9″	1/8″	4 to 5 lbs.	3 to 4	do
China Mustard . .	July to Novr . . .	2′ to 2½′	1½′ to 2′	½″	1½ to 2 lbs	1 to 1½	do
Cucumber . . .	April to June and *Octr to Decr*	4′ to 5′	3′ to 4	½″	3 lbs	2 to 2½	do.
Chaulai (Sag) . . .	April to July . .	12″	6″	½″	8 to 9 lbs	1 to 1½	do
Cape gooseberry . . .	June to July	3′ to 4′	2½ to 3′	½″	lb	5 to 5½	do
Dill (Sowa) . . .	Septr to Novr .	1½′ to 2′	1′	¼″	4 to 6 lbs	3 to 3½	do
Endine (vilaity kasni) .	Septr to Novr . . .	1½ to 2	1′ to 1½′	¼″	4 to 5 lbs	2½ to 3	do
Fennel (Sounf) . . .	Septr and Novr . .	1½′ to 2	1′ to 1½′	¼″	4 to 5 lbs.	4 to 4½	do
Garlic	Octr and Novr . . .	8″	8″	¼″	6 to 7 Mds	5 to 5½	do
Ginger	*May and June* . . .	1½′ to 2′	12″	4″	9 to 10 Mds	9 to 10	do.
Kalu	Feb to March and June to Sepr	4′ to 5′	3 to 3½	1′	1½ to 2 lbs	2 to 2½	do
Knol Khol . . .	Aug to Novr	1½′ to 2′	12″	½″	lb	2 to 3	do
Kulfa (Sag) .	March to Aug . . .	12″	12″	¼″	8 to 9 lbs	1 to 1½	do
Lettuce	July to January . . .	1½′	12″	1/8″	2½ to 3 lbs	1½ to 2	do
Leek (vilaity piaz)	Aug to Novr	8″	8″	¼″	4 to 5 lbs.	3 to 3½	do.

VEGETABLE CHART—*contd.*

Showing time, depth, distance and the time they take to mature—contd.

Name of vegetables.	Time of sowing.	Distance between rows.	Distance between plants.	Depth of plants.	Seed rate per acre.	Time taken to mature.
Lal Sag	March to July	12″	12″	½″	8 to 10 lbs.	1 to 1½ Months.
Ladies Finger (okra)	May to July	2′ to 2½′	1½′ to 2′	½″	7 to 8 lbs.	2 to 2½ do.
Lobia	June to July	4′	1½′	½″	30 to 40 lbs.	2 to 3 do.
Lima beans	Aug. to Octr.	3′	1′	2″	60 lbs.	2½ to 3 do.
Methi	Septr. to Novr.	1½′	1′	½″	5 to 6 lbs.	1 to 1½ do.
Maize	Feb. and July to Octr.	2½′ to 3′	1′	2″	10 to 15 lbs.	2 to 2½ do.
Mint	July to Octr.	12″	6″ by cutting.		—	—
Mursa Sag	April to July	1′ to 1½′	12″	¼″	6 to 8 lbs.	1 to 1½ do.
Musk Melon	January and February	4′ to 5′	3′ to 4′	½″	1½ to 2 lbs.	2½ to 3 do.
Mustard	All the year round (March to Septr.)	12″	12″	½″	8 to 10 lbs.	1½ to 2 do.
Onion	Aug. to Novr.	8″	8″	¼″	4 to 5 lbs.	3½ to 4 do.
Parsnip	Octr. to Novr.	1½′	8″ to 1′	½″	5 to 6 lbs.	3 to 3½ do.
Parsley	Septr. to Novr.	1½′	8″ to 12″	½″	4 to 4½ lbs.	3 to 3½ do.
Palak	Septr. to January	1′ to 1½′	1′	½″	8 to 10 lbs.	1 to 1½ do.
Peas	Septr. to Novr.	2′ to 2½′	6″	2″	60 to 80 lbs.	2½ to 3 do.
Peanuts	July to Septr.	2½′ to 3′	9″ to 12″	2″	60 to 70 lbs.	5½ to 6 do.
Potato (Plain var.)	Aug. to Octr.	2½′	6″	4″	6 Mds.	3 to 3½ do.

Potato (Hill var)	Novr to Decr	2½'	6"	4"	6 Mds.	3 to 3½ out them.
Pumpkin	Feb to Aug	2½ to 3	2 to 2½	1"	3 to 4 lbs	2½ to 3 do
Poisag	April to July	12"	12"	½"	6 to 8 lbs	1½ to 2* do
Phunt	June to Aug	5 to 7	4 to 5	1"	2 to 2½ lbs	2 do
Radish	Aug to January	1 to 1½'	1'	½"	6 to 7 lbs	1½ to 2½ do
Radish (English small)	July to January	8"	8"	½"	8 to 10 lbs	25 to 30 days
Ram Turari	Feb to July	3 to 4	2 to 2½	1"	4 to 6* lbs.	3½ to 4 Months
Red gourd (Mitha Kadu)	Feb to March and July to Octr	4 to 6	3 to 5	2"	2 to 3 lbs	3 to 4 do
Roselle (Patwa)	May to July	4 to 4½'	3 to 3½'	1"	8 lbs	4½ to 5 do
Suatre gourd (Chichinda)	Feb to April and June to Aug	3 to 4	3"	2"	3 to 4 lbs	3 to 3½ do.
Sweet Potato	July to Aug	2½' to 3	9" by cutting		—	6 to 7 do
Spinach	Septr to Feb	1	9"	½"	8 to 10 lbs	1 to 1½ do
Tomato	June to Decr	3 to 4	2½ to 3	½"	4 to 5 ozs	3½ to 4 do
Turnips	July to January	1 to 1½	9" to 12"	½"	2½ to 3 lbs	2 to 2½ do
Tinda (Dilpasand)	Feb to April and June and July	4 to 5	2½ to 3	2"	4 to 5 lbs	2 to 3 do
Tori Kali	Feb to March	4 to 6	3 to 4	2"	4 to 5 lbs	2 to 3 do
Tori Jhinga	Feb to March					
T[illegible] Ghiya	Feb to March					
Turmeric	April to May	2 to 2½	1½ to 2	4"	10 to 12 Mds	9 to 10 do.
Vegetable Marrow	Feb to April and Octr	4 to 5	3 to 4	2"	3 to 3½ lbs	2 to 2½ do
White gourd (Petha kadu)	May to July and Octr to Novr	5 to 7	4 to 5	2"	2½ to 3 lbs	3 to 4 do
Water Melon	Jan. to Feb	5 to 7	4 to 5	2"	3 to 4 lbs	3 to 4 do

Jail Manual Form No. 54.

JAIL HOSPITAL.

Bed Head Ticket.

Register No. of 19 .

Name

Period in Jail Time of imprisonment

Age

Caste

Disease

Admitted into Hospital

Discharged Died

Month and date.	Treatment.	No. of diet.	Remarks.

Jail Manual Form No 55

Name

Disease

Result

TEMPERATURE CHART

Age

Sex

Occupation

Date of admission

Day of month	
Day of disease	
	M E
F & N 106	
105	
104	
103°	
102	
101	
100°	
99	
98°	
97°	
96°	
95°	
Pulse	
Respr	
Stools	
Weight	
Urine: Quantity	
Urine: Sp. gr. Reaction	
Urine: Albumen or Sugar	

Med 79

...il Manual Form No. 58.

APPLICATION FOR RE-APPROPRIATION OF FUNDS.

Detailed heads proposed to be re-appropriated from.	Amount.			Explanation for re-appropriation.	Detailed heads proposed to be re-appropriated to	Amount.			Explanation for re-appropriation.
	Rs.	a.	p.			Rs.	a.	p.	

No.

Dated Ajmer, the 19 .

...l Inspector General of Prisons, Ajmer-Merwara, Ajmer, for favour of sanction.

Superintendent.

Jail Manual Form No 59

PARTICULARS OF RAILWAY RECEIPTS RECEIVED AND DESPATCHED

Date of receipt or despatch	To whom or from whom	Number and date of Railway receipt	By Goods Train (G) Passenger Train (P)	Owner's Risk (O R) or Railway Risk (R R)	No of packages	Particulars of Contents	Weight						Amount paid			Amount to pay			Remarks
							Actual			Charged for by Railway									
							M	s	c	M	s	c.	Rs	A	P	Rs	A	P	

Manual Form No. 60.

WEEKLY TEHSIL PRICE CURRENT.

For the week ending ________ 19 .

[N]ame of Jail ________

Name of articles.	Rate per Rupee?					
	1st Class.			2nd Class.		
	Mds.	Sr.	Ch.	Mds.	Sr.	Ch.
Wheat						
Gram						
Bajra						
Macca						
Rice						
Arhar						
Moong						
Urd						
Masoor						
Mustard Seed Yellow variety . . .						
Mustard seed black or red . . .						
Castor Seed						
Linseed						
Mustard Oil						
Mustard Oil cake						
Salt						
Chillies						
Firewood						
Sugar						
Amchur						
Tamarind						
Ghee						
Gur						

Jailor.

Forwarded to the Tehsildar of ________
for favour of rates and early return.

Tehsild[ar]

Date ________

Returned with rates duly filled in.

Jail Manual Form No 61

DIET VOUCHER.

JAIL / LOCK-UP

Name of Jail ______________ *Month* ______________ *19*

Aggregate number dieted.

Class I				Class II				Class III			
Adult male labouring		*Infirm*		Adult *female* labouring		Labouring juveniles		Non labouring		*Infirm*	
Flour	Rice	Flour	Rice	Flour	Rice	Flour	Rice	Flour	Rice	Flour	Rice

Rate per day	Number of prisoners dieted	Articles	Quantity supplied			*Average rate per rupee*			Amount.		
			M	s	c	M	s	c	Rs	a	p
12 ch 10 ch		Flour combination No 1 (Wheat and Gram)									
12 ch 10 ch		Flour combination No 2 (Bajra or Makka and Wheat)									
2 ch		Parched Gram									
4 ch		Rice									
½ ch.		*Dal Arhar*									
½ ch		Dal Mung									
½ ch		Dal Urd									
3 ch		Vegetables									
4/25 ch		Mustard Oil									
		Chillies									
		Salt									
		Turmeric									
		Coal									
		Firewood									
		Lemons									
		Amchur									
		Carried over									

Rate per day.	Number of prisoners dieted.	Articles.	Quantity supplied.			Average rate per rupee.			Amount.		
			M.	s.	c.	M.	s.	c.	Rs.	a.	p.
		Brought forward .									
		Total . . .									
		Deduct cost of lemons, chillies, vegetables, etc. supplied free of cost									
		Net amount (in words) Rupees									

	Rs.	a.	p.
Cost of articles etc., in hand on the last day of the month .			
Cost of articles purchased by cash *vide* detailed bill . .			
Ditto by invoice			
Total . .			
Cost of articles expended during the month as per voucher .			
Cost of articles in hand on last day of the month . .			

I certify that the balance shown in this memo. agrees with the balance in Register No. 17 and the Jail Ledger and that the number of prisoners dieted shown herein, is correct and agrees with the figures in the General Summary (Register No. 1).

Jailor. *Superintendent.*

Jail Manual Form No 62

JAIL
LOCK UP

VOUCHER FOR HOSPITAL DIET

Name of Jail ________________ *Month* ________________ *193* .

The aggregate number of patients dieted.

Scale No I	Scale No II	Scale No III	Scale No IV	Scale No V	Total

Rate per head	Number of prisoners dieted	Articles	Quantity supplied			Average rate per rupee			Cost		
			M	s	c	M	s	c	Rs	a	p
10 ch		Atta wheat									
4 ch 6 ch		Rice									
2 ch 1¼ ch		Dal									
1 Sr		Milk									
2 ch		Sago									
1 ch		Sugar									
⅛ ch		Ghee									
3 ch		Vegetables									
1/16 ch		Spices									
⅓ ch		Salt									
8 ch		Firewood									
		Lemon									
		Arrowroot									
		Dahee									
		Meat									
		Carried over									

Jail Manual Form No 63

JAIL / LOCK UP .

VOUCHER OF MISCELLANEOUS CHARGES.

Name of Jail ______________________ *Month* ______________ *193* .

No & date of authority for pur chase (if necessary)	No of voucher	Particulars	Amount			Total		
			Rs	a	p	Rs	a	p
		Carried over .						

No. & date of authority for purchase (if necessary).	No. of voucher.	Particulars.	Amount.			Total.		
			Rs.	a.	p.	Rs.	a.	p.
		Brought forward .						
		Total Rupees (in words)						

Superintendent.

Jail Manual Form No 64.

FACTORY VOUCHER.

Name of Jail——————————— *Month*——————19 .

No. of Voucher.	Particulars.	Amount.			Total.		
	Carried over .						

No. of Voucher.	Particulars.	Amount.	Total.
	Brought forward .		
	Total Rupees .		

Superintendent.

Jail Manual Form No 65

JAIL
LOCK UP

LIST OF SUB-VOUCHERS ATTACHED TO DETAILED CONTINGENT BILL

Name of Jail—————————— *Month*——————19

Serial No	Budget Head	Number of Sub-vouchers	Amount			Name of payee	REMARKS
			Rs	as	p		

Jail Form No. 66.
Book of 100 leaves.

TO BE RETAINED IN JAIL OFFICE.

SUPPLIERS INVOICE OF MATERIALS SUPPLIED.

To

THE SUPERINTENDENT____________JAIL____________

Please receive the undermentioned materials in compliance with your indent No. dated

Dated *Signature of supplier.*

Name of material.	Number of quantity (in words).	Rate	Price.			Page of Stock book (Form No. 4).
			Rs.	a.	p.	
		Total				

NOTE.—Total amount must be stated in words as well as figures.

Quarterly serial number____________

Date of receipt____________

Gate book page____________

Quantity verified by____________

Quality tested by____________

Passed for payment.

Jailor. *Superintendent.*

Date of payment____________

TO BE RETURNED TO THE SUPPLIER.

SUPPLIERS INVOICE OF MATERIALS SUPPLIED.

To

THE SUPERINTENDENT____________JAIL____________

Please receive the undermentioned materials in compliance with your indent No. dated

Dated

Signature of supplier.

Name of material.	Number of quantity (in words).	Rate.	Price.		
			Rs.	a.	p.
		Total			

NOTE.—Total amount must be stated in words as well as figures.

Received.
Jailor.

Countersigned.
Superintendent.

Jail Form 67

LABELS FOR GOODS

Description ______________________________

Size ______________________________

Weight ______________________________

Rate ______________________________

Price ______________________________

Factory Form No 67

Signature of Store Keeper.

Factory Form No. 70.

LIST OF OUTSTANDING DEBTS AND ADVANCES FOR Jail department. / Other department. / Public.

For the——quarter ending 193 .

(A list of outstanding debts in this form should be submitted to the Inspector-General of Prisons on 1st October of each year.)

Page of Factory Register No. 9.	Name of customer.	Debit balance.			Credit balance.			Remarks.
		Rs.	A.	P.	Rs.	A.	P.	

N.B.—Dates of supply should be entered in the column of remarks for debts of more than two months standing.

Jail Form No 71.

Cash Receipt of the Central Jail, Ajmer, for Rs. being the price of

रुपये आने पाई बाबत क़ीमत

मन सेर छटांक पड़त के भाव से अजमेर जेलखाने से

वसूल पाये.

दस्तख़त.

तारीख़ सन १९३ ई०.

Dated 193 .

COL., I. M. S.,
Superintendent, Central Jail, Ajmer.

Factory Form No. 72.

PRICE LIST OF GOODS MANUFACTURED IN——JAIL FACTORY.

(*N.B.*—A new list should be prepared on 1st April each year and rates should be altered as often as may be necessary.)

Description of goods.	Rate.	Per.	Alterations in rates. (These should be dated and initialled by the Superintendent.)

Superintendent.

——*Jail.*

Factory Form No 73

LOOM TICKET

(To be retained in jail office for 2 years)

LOOM No | Reader (if any).

Factory order No | Weavers

Description of goods

Date.	Number of—		Weight of thread supplied for Work.					Weight of wool thread supplied for weft					Work done each day	Progressive total		Cutting	
	Weavers	Thread openers			Total					Total							
			S	C	M	s	c	S	C	M	s	c	Inches	Ft	In	S	C
1																	
2																	
3																	
4																	
5																	
6																	
7																	
8																	
9																	
10																	
11																	
12																	
13																	
14																	
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21																	
22																	
23																	
24																	
25																	
26																	
27																	
28																	
29																	
30																	
31																	

Jail Manual Form No. 74.

LABOUR TICKETS FOR PRISONERS WORKING IN GANGS.

____________________ *Jail Factory.*

(Nature of work)____________________

*Month*________________ *19* .

Date.	Number of prisoners employed.	Materials issued.	Weight of goods received.	Weight of Material returned.	Difference or loss in process of Manufactures.	Initials.

Totals should be carried in to Factory Register 32 weekly or after suitable intervals.

Factory Form No. 75.

SCHEDULE SHOWING THE AUTHORISED LOSS IN THE CONVERSION OF RAW MATERIALS INTO MANUFACTURED GOODS.

Materials.	Maximum loss per 100 Mds.	Remarks.
Cotton fabrics.		
1. Cotton ropes	2	
2. Dasuti Garha, bandage, turban and sheeting cloth, newar, dusters and net bags	3	
3. Plain and striped durries without Kanta and *prayer durries*	4	
4. Towels and curtains Kantedar, flowered tapestry durries	7	
5. Cotton carpets	20	
Mattings and Ropes.		
6 Moonjh Pounding	25	
7. Twisting baib or pounded moonjh (raw Ban)	10	
8. Pakka Ban from raw ban	10	
9. Weaving beddings or plain mats of moonjh and baib ban	8	
10. Weaving striped and flowered mats	12	
11. Pounding aloe leaves into fibre	95	
12. Twine and rope aloe fibre	10	
13. Twine and rope from hemp	10	
14. Weaving mats from hemp twine or aloe twine	6	
Blankets and woollen carpets.		
15. Wool teasing	15	
16. Wool spinning	3	
17. Weaving blankets from woollen yarn	2	
18. Dyeing of woollen yarn for carpets	13	
19. Weaving carpets from dyed woollen yarn 1st quality	[illegible]	
20 Weaving carpets from dyed woollen yarn 2nd and 3rd qualities	[illegible]	

[illegible signature]

Factory Form No. 76.

FACTORY ORDER SLIP.

Date.	Annual serial number of orders.	Date of completion.

Customer's name and address.————————————————

Description of goods required and full directions as to size and design. }

Factory Form No 77

LIST OF TOOLS AND IMPLEMENTS USED IN ______________ FACTORY.

For the month of ______________*19* . (Vide *para 119 (b) J. M*)

Name of tools and implements.	Number	Dates																															Remarks.
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
Total .																																	
of the Fac cer count the tools .																																	

Factory Form No. 78.

LIST OF TOOLS IN BLACKSMITHS SHOP FOR ________ 193 .

Serial number.	Name of tools.	Number of tools.	Dates.																															Remarks.
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
	Anvils																																	
	Adzes																																	
	Augers																																	
	Axes																																	
	Bits Braces																																	
	Chisels																																	
	Compasses																																	
	Files																																	
	Hammers																																	
	Pincers																																	
	Planes																																	
	Punches																																	
	Saws, hand																																	
	Saws, Circular																																	
	Saws, Cross cut																																	
	Scissors																																	
	Screw driver																																	
	Squares																																	
	Total																																	
	Initials of the Factory [illegible] [illegible] the tools.																																	

Jail Form No 79

STATEMENT No I.

[illegible]tatement showing the Number and Disposal of Convicts in the Central Jail at Ajmer, for the month of ______________ 193 .

1	2	3	4	5	6	7		8	9		10						11	12	13	14	15	16	
Sex	Total aggregate number of prisoners during the month	Daily average number of prisoners	Remained on the last day of month	Imprisoned during the month	Total	Received from other Jails		Total population	Transfer to other Jails		Released during the month.						Transported beyond seas	Transfer to Lunatic Asylum	Escaped	Executed	Died	Remaining on the last day of the month	Remarks.
						A	B		A.	B.	A.	B	C	D. By order of Government									
						To undergo sentence	In transit for transportation, en route to other Jails, &c		To undergo sentence	For transportation beyond seas, &c	On appeal	On expiry of sentence	On payment of fine	E On account of sickness	F On account of epidemics	G For good conduct							
Male				*																			
Female				†																			
Total																							

[illegible] Central Jail[illegible]
The — 193 .

* Of this number boys under 16 years
† Of this number girls under 15 years

Lt-Col., I M.S ,
In charge of Jail

Notes 1 [illegible] statements numbered 1 to 7 only *convicted* prisoners are to be included.
2 [illegible] for fault of Government Revenue will appear in number 8
3 The "Total" column [illegible] is obtained by adding together the totals of *columns* 4 and 5, and represents with sufficient accuracy the number of different individuals who have been in prison during the month
4 The "Total population" column 8, is the sum of column 6 *plus* 7, and necessarily includes many *who* are counted more than once
5 The "Daily average number" column 3 is obtained by adding together the number presented on each day of the month, *vide* column 2, and dividing the whole by the number of days in the month
6 [illegible] are transferred from one *Jail* to another on *their* way to undergo transportation beyond seas, they should be entered by the [illegible] Jail in column 9, B, and by the Jail which received them they should be entered in column 7, B When prisoners *sentenced* [illegible] beyond seas are despatched from any Jail, so that they *will leave* the Province without passing through any other [illegible] they should be entered in column 11
7 [illegible] that transportation applies only to those prisoners sent beyond seas. *Transportation to a Central Prison* is regarded [illegible]
[illegible] extra-murally under the orders of Government No 1632-43, dated 28th October 1869, they should be *considered* [illegible] Jail, and the name of the Jail, that is, of the place where they are employed, should be entered in italics

STATEMENT No. III.

Showing the offences committed by the convicts, and the punishment inflicted on them in the Jail of Ajmer during the month of 193 .

—	Male	Female	Total
1. Average number of convicts			
2. Criminal offences			
3 Breaches of Jail rules :—			
(a) Smoking or having possession of forbidden articles			
(b) Offences relating to work			
(c) Other offences against prison discipline . .			
4 Punishment inflicted —			
A. By Criminal Court			
B. (a) Solitary confinement			
(b) Solitary confinement with reduced diet . .			
(c) Reduced diet			
(d) Corporal punishment			
(e) Other punishment			
C. Total punishment			
5. Ratio of column 4C to column 1			
6. Remarks			

AJMER CENTRAL JAIL :
The 193 .

Superintendent

STATEMENT No. IV.

Showing the convicts in the Jail of Ajmer, during the month of 193 , according to the nature and length of sentence.

1	2	3 Numbers according to length of sentence.																						4			5
Letter indicating nature of imprisonment.	Nature of imprisonment.	A. Not exceeding one month.		B. Above one month and not exceeding three months.		C. Above three months and not exceeding six months.		D. Above six months and not exceeding one year.		E. Above one year and not exeeding two years.		F. Above two years and not exceeding five years.		G. Above five years and not exceeding ten years.		H. Exceeding ten years.		I. Sentenced to transportation beyond sea. A. For life.		I. Sentenced to transportation beyond sea. B. For a term.		J. Sentenced to death.		Total.			Remarks.
		M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	Total.	
A.	Simple																										
B.	Rigorous																										
C.	Do. with solitary cell																										
D.	Do. with whipping																										
	Total																										

NOTE.—See note on Table 2.

In class IX, transported, only those should be included who are transported beyond seas.

AJMER JAIL OFFICE,

The ______ 193 .

LT.-COL., I.M.S.,

Superintendent, Central Jail, Ajmer.

STATEMENT No V.

Showing the convicts in the Ajmer Central Jail, during the month of 193 , who had been previously convicted

	Male	Female	Total
1 Number admitted during the month .			
2 Numbers previously convicted —			
(a) Once			
(b) Twice			
(c) More than twice			
(d) Total			
*3 Ratio of column 1 to column 2 (d)			
4 Juvenile prisoners under 16 years of age (Section 399 of the Criminal Procedure Code) —			
(a) Number admitted during the month .			
(b) Number previously convicted . . .			
5 Remarks			

* Column 3 should include figures under [illegible]

AJMER JAIL OFFICE }
The 193 . }

[illegible]

Jail Fo

SONERS.

C. J A 9.

VIII.— h of 193 .

IX.—C demic disease or excessive sickness

nmediately submitted, the original

X.—H rmation of the Inspector-General of

Sanitary Commissioner with the

XI.—S

Remarks by Medical Officer.

XII.—

cases due to infestation by Metazoan parasites.

Dracontiasis (Guinea-worm disease)
Ascariasis
Ixodiasis
Schistosomiasis Bilharziasis
Ankylostomiasis (hookworm disease)
Filariasis
Trichiniasis

The 193 .)

Superintendent, Central Jail, Ajmer.

STATEMENT No. VIII.

Statement showing particulars regarding Civil and Revenue prisoners in the Central Jail at Ajmer during the month of 193 .

	Male.	Female.	Total.
1. Number remaining at close of previous month............			
2. Number received during the month..........................			
3. Total population..			
4. Daily average number..			
5. Released during the month..................................			
6. Escaped...			
7. Transferred..			
8. Died..			
9. Remaining on last day of the present month.............			
10. Capacity of barracks at 36 superficial feet................			
11. Average number of prisoners of above capacity...........			
12. Average number of prisoners below capacity..............			
13. Hospital :—			
(a) Number remaining in hospital at close of the last month.			
(b) Number admitted into the hospital during the month.			
(c) Total admission..			
(d) Number cured, discharged, etc..........................			
(e) Died..			
(f) Number remaining in hospital at close of the present month.			
(g) Daily average number of sick............................			
(h) Ratio of deaths per cent. of average strength........			
14. (a) Guard and establishment................................			
(b) Other charges..			
(c) Total cost..			
(d) Average cost per prisoner..................................			

AJMER JAIL OFFICE :
Dated 193 .

LT.-COL., I.M.S.,
Superintendent, Central Jail, Ajmer.

STATEMENT D XI

Showing the Nature of the Crimes for which Convicts are imprisoned, during the month of 193 .

Section of Penal Code Classified.	A.		B		C		D		E		F		G		H		I				J		Station.		
	One month.		Above one month and not exceeding 3 months.		Above 3 and not exceeding 6 months		Above 6 months and not exceeding one year		Above one year and not exceeding 2 years.		Above 2 and not exceeding 5 years		Above 5 and not exceeding 10 years		Above 10 years		SENTENCED TO TRANSPORTATION BEYOND SEAS A For life		SENTENCED TO TRANSPORTATION BEYOND SEAS B For term		Sentenced to death				
	M.	F	M.	F	M	F	M	F	M	F	M	F	M.	F	M	F	M.	F	M	F	M.	F	M	F	Total.
Total . .																									

AJMER CENTRAL JAIL, }
the 193 }

LIEUT.-COL., I.M.S.,
Superintendent, Central Jail, Ajmer.

NO. (1).

Monthly return of under-trial prisoners in the lock-up of Ajmer Jail for the month of 193 .

—	Male.	Female.	Total.
1. Monthly aggregate of the daily number of prisoners under trial.			
2. Daily average of foregoing			
3. Remaining on the last day of the past month . .			
4. Admitted during the month :—			
(a) By order of Magisterial authorities in the district.			
(b) By order of Civil authorities and in the Abkari, etc.			
(c) Under special order of Government for State reasons.			
(d) Recaptured after escape			
5. Transferred from other districts for trial . . .			
6. Total of items Nos. 3 to 5			
7. Discharged :—			
(a) Without trial			
(b) Acquitted after trial			
8. Convicted and sentenced			
9. Transferred			
10. Total of items 7 to 9			
11. Escaped			
12. Died			
13. Remaining in Hawalat on last day of the month .			
14. Committed to the sessions during the month out of column 13.			
15. Remarks			

AJMER CENTRAL JAIL ;
The 193 .

LIEUT.-COL., I.M.S.,
Superintendent, Central Jail, Ajmer.

Jail Form No. X.

Certified that the Superintendent, Jail, visited the Jail at night on one occasion during the month of 193 , *i.e.*, on the 19 .

LIEUT.-COL , I.M.S.,
Superintendent, Central Jail, Ajmer.

AJMER CENTRAL JAIL;
Dated the 193 .

Jail Form No. 80.

LIST OF PRISONERS AWAITING TRIAL IN MAGISTRATE'S COURT WHO HAVE BEEN DETAINED OVER A MONTH.

Serial Number.	Name.	Crime.	Date of admission into Hawalat.	Name of Court.	REMARKS.

AJMER CENTRAL JAIL ;
193 .

Superintendent.

hc

Jail Form No 81.

NUMERICAL RETURN OF CLASS A AND B CONVICTS FOR THE YEAR 193 .

Month.	Number at the end of previous month			Number admitted during the mon h			Total.			Number Released			Number remaining at the end of the month under report			Remarks.
	M	F	T.	M.	F	T	M	F	T	M	T	T	M	F	T.	
January . . .																
February . . .																
March																
April																
May																
June																
July																
August																
September . . .																
ober . .																
ber . . .																
ber . . .																

JMER CENTRAL JAIL,
"———————193 .

Superintendent.

Jail Form No. 32.

HALF-YEARLY RETURN OF MOGHIAS IN THE CENTRAL JAIL, AJMER, DURING THE HALF-YEAR ENDING THE

(Forwarded to the Inspector General of Police, Ajmer-Merwara, and Police Assistant to the Hon'ble the Resident for Rajputana.)

Serial No.	Register No.	Names.	Father's Name.	Caste.	Residence.	Crime.	Term.	Date of Sentence.	Date of Release.

AJMER CENTRAL JAIL,
The ______ 193 .

Superintendent.

Jail Manual Form No 83

STATEMENT SHOWING MAINTENANCE CHARGES OF CONVICTS OF INDIA STATES

Confined in the ______ Jail during the year 193

Serial No.	Admission number	Convicts name	Date of arrival in the Jail	Resident of	Place of conviction	By what court sentenced	Casualties	Maintenance Charges			Remarks
								Rs	a	p.	

Dated ______ Jail
The ______ 193

Superintendent.

Jail Manual Form No. 84.

STATEMENT No. 1.

General Summary—Distribution of the Prisoners of all classes (Convicted, Under-trial and Civil) confined in the Jail of Ajmer-Merwara during the year 193 .

Province.	Prisoners in Jail at the beginning of the year.			Received during the year.			Total.			Discharged from all Causes.			Remaining at the end of the year.			Daily Average Number of Prisoners.		
	Male.	Female.	Total.	Male.	Female.	Total.	Male.	Female.	Total.	Male.	Female.	Total.	Male.	Female.	Total.	Male.	Female.	Total.
Ajmer-Merwara																		

Ajmer;
The 193 .

Lieut.-Col., I.M.S.,
Superintendent, Central Jail, Ajmer.

STATEMENT No 2

Civil Surgeon's monthly return of sick and casualties amongst the under trial prisoners in the lock up of Ajmer Jail for the month of ——————— 193 .

1	2	3	4	5	6	7	8				9	10				11	12
	Daily average number of under trial prisoners as per column 3 of Statement No 1	Daily average number receiving medical aid during the month	Number of sick remaining in lock up dispensary and Jail Hospital on the last day of the past month.	Number of sick admitted during the month	Total number of patients during the month	Cured and discharged during the month	Number of Deaths during the month				Number of sick remaining in lock up dispensary and Jail Hospital on the last day of the month	Rate per cent of				Number of sick sent to Jail Hospital and dispensary during the month (out of column 5)	Civil Surgeon's explanations of any increased sickness in the lock up
							In lock up	In Jail Hospital	In dispensary	Total		Total sick to strength	Average sick to strength	Deaths to strength	Deaths to sick		
Sex																	

Superintendent, Central Jail, Ajmer.

STATEMENT No. 4.

Nature and Length of Sentences of Convicts admitted into the Jails and Subsidiary Jails of Ajmer-Merwara, during the year 193 .

Province.	Not exceeding one month.		Above 1 month and not exceeding 6 months.		Above 6 months and not exceeding 1 year.		Above 1 year and not exceeding 5 years.		Above 5 years and not exceeding 10 years.		Exceeding 10 years.		Sentenced to Transportation beyond Seas.				Sentenced to Death.		Total.		
													For life.		For Term.						
	Male.	Female.	Male	Female.	Male.	Female.	Male.	Female.	Male.	Female.	Male.	Female.	Male.	Female.	Male.	Female.	Male.	Female.	Male.	Female.	Total.
Ajmer-Merwara .																					

Ajmer; 193 .

Lieut.-Col., I. M. S.,
Superintendent, Central Jail, Ajmer.

STATEMENT No. 5

Number of Convicts admitted into the Jails and Subsidiary Jails of Ajmer-Merwara, during the year 193

Province.	Number admitted			Number previously convicted						Ratio per cent of total number previously convicted to number admitted during the year.			Juvenile under 16 years of age. Section 399 of the Criminal Procedure Code.						Remarks
				Once		More than once		Total.					Number admitted during the year			Number previously convicted			
	Male.	Female	Total.	Male	Female	Male	Female	Male.	Female	Male	Female	Total	Male	Female	Total	Male	Female	Total	
Ajmer-Merwara																			

Ajmer;
193 }

Lieut.-Col., I. M. S.,
Superintendent, Central Jail, Ajmer.

STATEMENT No. 9.

Sickness and Mortality among Prisoners of all classes (Convicted, Under-trial and Civil) in the Jails of Ajmer-Merwara during the year 193 . (Number admitted into Hospitals and number of Deaths.)

Province.	Number of Prisoners that can be accommodated in the parts of the Jails assigned to Convicts, Under-trial and Civil Prisons respectively but inclusive of Hospital and Observation Cells.			Daily average strength.			Maximum population on any one day.			Number admitted into Hospital.			Daily average number of Sick.			Number of Deaths in and out of Hospital.		
	Male.	Female.	TOTAL.	Male.	Female.	TOTAL.	Male.	Female.	TOTAL.	Male.	Female.	TOTAL.	Male.	Female.	TOTAL.	Male.	Female.	TOTAL.
Ajmer-Merwara . .																		

AJMER;
The ______ 193 .

LIEUT.-COLONEL, I.M.S.,
Superintendent, Central Jail, Ajmer.

STATEMENT No 10.

Sickness and Mortality among Prisoners of all classes (Convicted, Under trial and Civil) in Jails of Ajmer-Merwara during the year 193

Province	Ratio per mille of average Strength												Remarks
	On admission into Hospital			Of daily average number of sick			Of deaths from all causes except cholera			Of deaths from all causes in and out of hospital			
	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	
Ajmer Merwara													

Ajmer,
193 .

Lieut Colonel, I M S,
Superintendent, Central Jail, Ajmer.

STATEMENT No. 11.

Conditions of the Prisoners discharged from the Jails of Ajmer-Merwara during the year 193 .

Province.	Number discharged during the year.	Number who had neither lost nor gained weight in Jail.	Number who had gained weight.			Number who had lost weight.			Remarks.
			Up to 5 lbs.	Over 5 lbs.	Total.	Up to 5 lbs.	Over 5 lbs.	Total.	
Ajmer-Merwara .									

Ajmer;
The 193 .

LIEUTENANT-COLONEL, I.M.S.,
Superintendent, Central Jail, Aj

STATEMENT No. 12

Working of the Mark System in the Jails of Ajmer-Merwara during the year 193 .

Province.	Number of convicts released during the year who gained remission under the Mark System.		Maximum remission in days gained by any convicts released during the year		Average remission gained by the convicts entered in column 2		Maximum gratuity earned by convicts entered in column 2	Average gratuity earned by convicts entered in column 2	Remarks.
	Sentence		Sentence		Sentence				
	One year and not exceeding 5 years	Exceeding 5 years	One year and not exceeding 5 years	Exceeding 5 years	One year and not exceeding 5 years	Exceeding 5 years			

Ajmer; }
the 193 . }

Lieutenant-Colonel, I M S,
Superintendent, Central Jail, Ajmer.

STATEMENT No. I.

Statement showing the Number and Disposal of Convicts in the Central Jail at Ajmer, for the year 193 .

1	2	3	4	5	6	7		8	9		10						11	12	13	14	15	16	17
						Received from other Jails.			Transfer to other Jails		Released during the month.												
														D. By order of Government.									
						A.	B.		A.	B.	A.	B.	C.	E.	F.	G.							
Sex.	Total aggregate number of prisoners during the year	Daily average number of prisoners.	Remained on the last day of year.	Imprisoned during the year.	Total.	To undergo sentence.	In transit, etc.	Total population.	To undergo sentence	For transportation beyond seas, &c	On appeal.	On expiry of sentence	On payment of fine.	On account of sickness	On account of epidemics.	For good conduct.	Transported beyond seas.	Transferred to Lunatic Asylum.	Escaped.	Executed.	Died.	Remaining on the last day of the year.	Remark.
Male . .				*																			
Female . .				†																			
TOTAL .																							

*Of this number boys under 16 years.
†Of this number girls under 15 years.

The Ajmer Central Jail;
193 .

LT.-COL., I.M.S.,
In-charge of Jail.

NOTES.—1. This and the other statements numbered 1 to 7 only convicted prisoners are to be included.

2. Debtors and others detained for default of Government Revenue will appear in number 8.

3. The "Total" column 6, is obtained by adding together the totals of columns 4 and 5, and represents with sufficient accuracy the number of different individuals who have been in prison during the month.

4. The "Total population," column 8, is the sum of column 6 *plus* 7, and necessarily includes many who are counted more than once.

5. The "Daily average number," column 3 is obtained by adding together the number presented on each day of the month, *vide* column 2, and dividing the totals by the number of days in the month.

6. When prisoners are transferred from one Jail to another on their way to undergo transportation beyond seas, they should be entered by the transferring Jail in column 9 B; and by the Jail which received them they should be entered in column 7 B. When prisoners sentenced to transportation beyond seas are despatched from any Jail, so that they will leave the Province without passing through any other Jail in it, they should be entered in column 11.

It will be observed that transportation applies only to those prisoners sent beyond seas. Transportation to a Central Prison is regarded merely as a transfer.

7. When the convicts are employed extra-murally under the orders of Government No. 1632-43, dated 28th October 1899, ... a separate Jail, and the name of the Jail, that is, of the place where they are employed, should b

STATEMENT No. II.

Statement showing the Religion, Age, and previous Occupation of the Convicts in Jail at Ajmer for the year 193 .

1	2 Religion.							3 Age.				4 Previous occupation.													5 Total.		
												Male									Female						
	A. Christians			R.	C	D.	E	A.	B	C	D	A.	B	C.	D	E.	F	G	H	I.	J	K.	L.	M			
Sex.	a European	b. Eurasian	c. Indian	Mohammedans.	Hindus.	Buddhists and Jains.	All other Classes.	Under 16 years	16 to 40 years.	40 to 60 years	Above 60 years	Of Independent property	Agriculturists	Labourers.	Shopkeepers and Traders	Artizans	Domestic servants	Miscellaneous occupations	Government servants	No occupation	Married	Unmarried	Widowed.	Prostitutes	Male	Female	Total
Male																											
Female . . .																											
TOTAL .																											

NOTE —It is of importance that the particulars given in this, and also in No 3, should not include the same individual more than once, and hence all transfers should be omitted

The *totals* should correspond with the number in column 5 Statement 1 "Imprisoned *during the month*" But they should do so with the "Total" column or January only, as the number remaining on the last day of the *previous* year (31st December) is to be included in that month

AJMER CENTRAL JAIL, }
193 }

LT -COL, I M.S.,
In-charge of Jail, Ajmer.

STATEMENT No. III.

The female column should be filled in *in red ink.*

Statement showing the Convicts admitted into the Jail at Ajmer, during the year and those remaining on the 31st December of that year, according to nature and the length of sentence.

1	2																						3		
Nature of imprisonment of those admitted.	NUMBERS ACCORDING TO LENGTH OF SENTENCE.																						TOTAL.		
	A. Not exceeding one month.		B. Above one and not exceeding three months.		C. Above three months and not exceeding six months.		D. Above six months and not exceeding one year.		E. Above one year and not exceeding two years.		F. Above two years and not exceeding five years.		G. Above five years and not exceeding ten years.		H. Exceeding ten years.		I. Sentenced to transportation beyond seas.				J. Sentenced to death.				
																	a For life.		b For a term.						
	M.	F.	M.	F.	M.	F.	M.	F.	M	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	Total.
A—Prisoners sentenced to simple imprisonment																									
B—Prisoners sentenced to rigorous imprisonment.																									
C—Prisoners sentenced to rigorous imprisonment with solitary confinement																									
D—Prisoners sentenced to rigorous imprisonment with whipping;																									
Total Admissions*																									
Total remaining on 31st December 18 .																									‡

*Prisoners admitted during the year should only be shown here, *vide* column 5 of Monthly Statement No. I, from January to December. Prisoners who escaped and were recaptured during the year should not be shown in the Annual Statement No. IV.

†Columns A, B, C and D should be amalgamated for the total.

‡This must tally with those shown in column 16 of Monthly Return No. I for December.

AJMER JAIL OFFICE;
The 193 .

STATEMENT No IV

Statement showing the Convicts admitted into the Ajmer Jail during the year who had been previously convicted

Sex.	1	2				3	4		5
	Number admitted during the year	Number previously convicted				Ratio of Col 2 D to Col 1	Juvenile prisoners under 16 years of age (Section 399 of the Cr P Code)		Remarks
		A	B	C	D		A	B	
		Once	Twice	More than twice	Total		Number admitted during the year	Number previously convicted	
Male . . .									
Female . .									
Total .	(a)						(b)		

(a) In column 1 will be entered the prisoners admitted during the year vide column 5 of Monthly Statement No I, from January to December
Numbers in column 2 will be inclusive of the numbers in column 4

(b) The figures in column 4 A should tally with those shown in column 3 A of Monthly Return No II for the year

AJMER JAIL OFFICE,
The *193*

Superintendent, Central Jail, Ajmer.

STATEMENT No. V.

Statement showing the escapes and recaptures of Convicts in the Central Jail at Ajmer for the year 193 .

1. Remaining uncaptured on the last day of the past year.

2. Escaped during the year:—

   (a) From inside the jail . . .

   (b) From outside the jail . .

   (c) Total . . . . .

3. Grand Total . . . . .

4. Recaptured during the year:—

   (a) Those who escaped in previous year.

   (b) Those who escaped during the present year.

   (c) Total . . . . .

5. Remaining uncaptured:—

   (a) Of previous year . . .

   (b) Of present year . . .

   (c) Total . . . . .

6. Unexpired portion of sentence of those who escaped during the year:—

   (a) Under one year . . .

   (b) Above one and under three years

   (c) Above three and under seven years.

   (d) Above seven years . . .

AJMER CENTRAL JAIL;
The 193 .

LT.-COL., I. M. S.,
Superintendent, Central Jail, Ajmer.

STATEMENT No. VI.

Statement showing the offences committed by the Convicts and the punishments inflicted on them in the Central Jail, Ajmer, during the year 193 .

	Male	Female	Total.
1. Average number of convicts . .			
2. Criminal offences			
3. Beach of Jail Rules . . .			
(*a*) Smoking or having possession of forbidden articles . . .			
(*b*) Offences relating to woik . .			
(*c*) Other offences			
4. Punishments inflicted . . .			
A. By Ciiminal court . . .			
B. (*a*) Separate cells . . .			
(*b*) Separate confinement with reduced diet			
(*c*) Reduced diet			
(*d*) Whipping			
(*e*) Other punishments . . .			
C. Total Punishments			
Remarks			

AJMER CENTRAL JAIL ;
The 193 .

LT.-COL., I.M.S.,
Superintendent, Ajmer Central Jail,

STATEMENT No. VIII.

Statement showing the employment of Convicts as Prison Officers in the Central Jail at Ajmer for the year 193 .

1	2	3	4	5	6	7	
Sex.	Average Number of convicts.	Average number employed as Prison Officers.	Ratio of column 3 to column 2.	Total number employed as Prison Officers.	Number of reductions or other punishment.	REMARKS.	No.
Male . . .						Convict Warders ..	
Female . . .						" Overseers ..	
						" Writers ..	
						" Moharrirs ..	
						Total ..	
Total .		*		†	‡		

* Column 3 should tally with column 7 B of Return No. XII. Column 5 should show the total number of convicts employed as Warders, etc., and not merely the total sanctioned number of situations.

† The nature of the offices held by convicts should be given in column of remarks.

‡ Detail of the nature of punishments ordered should be given as directed in paragraph 19 of the Government Review on the Jail Reports for 1884.

AJMER JAIL OFFICE;
The *193* .

Superintendent Central Jail, Ajmer.

STATEMENT No X—FINANCIAL

Showing the expenditure in granting and maintaining the prisoners in the Central Jail, Ajmer, during the year excluding the cost of building new jails of additions, alteration and repair

1	2	3			4		5		6			7		8		9	10	11	12
[illegible]	[illegible]	Average Number of Prisoners			Ration		Establishment		Hospital charges			Clothing		Contingencies		Grand Total Expended	Cost per head of average strength	Serial number	Remarks
		[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	Cost per head of average strength	Total cost	Cost per head of average strength	Cost per head of average number of sick	Total cost	Cost per head of average strength [illegible]	Total cost	Cost per head of average strength				

The ———————— 193 .

STATEMENT No. XII.

Showing the employment of Convicts in the Jail at Ajmer during the year 193 .

1	2	3	4	5	6	7													8	9		
Sex.	Average number not sentenced to labour.	Average number under sentence of labour on working days.*	Average number sick.	Average number convalescent and infirm.	Average number not employed for other reasons.	A. On unremunerative labour.†	B. Prison officers.	AVERAGE NUMBER EMPLOYED ON WORKING DAYS. On Prison Duties.				On Jail Buildings.							Average number of convicts hired out to Municipalities, private individuals, or Departments other than the Public Works Department.	Ratio per cent. of column 3 of those employed on working days as		
								C.	D.	E.	F.	Additions and alterations.		New Jail.		K.	L.					
								Prison servant.	Gardening.	Employed in preparing articles for use or consumption in Jails, *e.g.*, wheat grinding, manufacturing of prison clothing, etc.	Jail repairs.	G. Under Superintendent.	H. Under Public Works Department.	I. Under Superintendent.	J. Under Public Works Department.	Manufactures.	*a.* Public Works.	*b.* Other extra-mural labour.		Prison officers.	Prison servants.	On manufactures (7 K).
Male . . .																						
Female . . .																						
Total .																						

N.B.—Column 7 L *a* will only be filled up in a Public Works Jail, *i.e.*, a Jail the inmates of which are solely employed on Public Works, and column 7 L *b* in any Jail which employs a part of its prisoners on Public Works.

* That is exclusive of holidays and Sundays.

† Unremunerative labour means shot drill, crank and the like.

Agency Jail Office;
The 193 .

Superintendent Central Jail

STATEMENT No XIII

Showing the net cash earnings of convicts sentenced to labour in the Central Jail at Ajmer during the year 193 .

1	2	3	4	5			6			7			8			9			10			11			12			13			14
Serial Number	Name of Jail	Average number sentenced to labour	Average number employed on Jail manufacture	Cash balance on manufacturing account in hand on the 1st January			Cash drawn on manufacturing account during the year			Total			Paid into Treasury on manufacturing account			Cash balance in hand on manufacturing account on the 31st December			Total			Cash earnings (being total of column 10 less total of column 7)			Average earning per head calculated on column 3			Average earning per head calculated on column 4			Remarks
		(a)		Rs	A	P	Rs	A	P	Rs	A	P	Rs	A	P	Rs.	A	P	Rs	A	P	Rs	A	P	Rs	A	P	Rs	A	P	
1	Ajmer Central Jail																														

NOTE.—All proceeds of labour whether paid for by transfer account by other Departments, or by cash, are to be included in this statement, but no mere estimate of work done by convicts as prison servants or in manufacturing clothing or other articles required for Jail purposes is to be included

(a) Figures in columns 3 and 4 should correspond with those entered in columns 3 and 7 K of Annual Return No XII

AJMER JAIL OFFICE,

the ________________ 193 .

Superintendent, Central Jail, Ajmer.

STATEMENT No. XIV (FINANCIAL).

Showing the net cost of the prisoners in the Ajmer Central Jail for the year 193 .

1	2	3	4	5	6	7	8	9
Serial Number.	Name of Jail.	Total cost of maintenance (column No. 9 of Statement No. X).	Average cost of maintenance per head (column No. 10 of Statement No. X).	Total cash earnings (column No. 11 of Statement XIII).	Average cash earnings per head of Average. Strength.	Net cost of Government (column No. 3 *less* column No. 5).	Average net cost per head of Average Strength (column No. 4 *minus* column No. 6).	Remarks.

To calculate cash earnings per head " for column No. 6 of this statement the total cash earnings in column No. 5 should be devided by the total of column No. 3, Statement X.

The Ajmer Jail Office;

193 .

STATEMENT No. XV (Vital).

Showing the sickness and mortality among the prisoners of all classes in the Ajmer Central Jail during the year 193 .

1	2	3			4			5			6			7			8			9			10			11			12														
Serial Number.	Name of Jail.	No of prisoners that can be accommodated in the parts of the Jail devoted to convicts U T C. P respectively but excluding of Hospital and observation cells			Average daily Strength.			Maximum population on any one day			Number admitted into Hospital			Daily average number of sick			Number of deaths in and out of Hospital			Deaths from fever			Deaths from Bowel Complaint.			Deaths from cholera			Ratio per mille of Average strength														
																														A. of admission into Hospital			B of daily average sick.			C. of deaths from cholera			D of deaths from all other cases.			E. of deaths from all cases both in and out of Hospital		
		M	F	T	M	F	T	M		C.	M.	F	T	M	F.	T	M.	F	T	M	F	T.	M	F	T	M	F	T	M	F.	T	M	F	T	M	F	T	M	F	T	M	F.	T.
1	Ajmer Central Jail																																										
2	Convicts																																										
3	Under trial																																										
4	Civil prisoners																																										
	Total																																										

AJMER JAIL OFFICE;

The 193 .

Superintendent, Ajmer Central Jail.

STATEMENT No. XVI—VITAL.

Showing the admission and deaths from the chief disease among the convicts in the Central Jail, Ajmer, during the year 193 :

1	2																						3												4
	A.		B.		C.		D.		E.		F.		G.		H.		I.		J.		K.		Ratio of admission and deaths per mille of average strength from												
Class of Prisoners	Cholera.		Dysentery.		Malarial fever.		Other diseases of group A, Sub-group (i).		Tubercle of the lungs Homopthsis onemelovic oil-thesis.		Anæmia and diability.		Pneumonia.		Other respiratory Diseases.		Diarrhœa.		Abscess Boils and Ulcers of all kinds.		Total.		Cholera.		Dysentery.		Malarial fever.		Diarrhœa.		Pneumonia.		All causes.		Remarks.
	A.	D.	A.	D.	A.	D.	A.	D.	A.	D.	A.	D.	A.	D.	A.	D.	A	D.	A.	D.	A.	D.	A.	D.	A.	D.	A.	D.	A.	D.	A.	D.	A.	D.	

Ajmer Jail Office;

The 193

STATEMENT No XVII—VITAL.

Showing the mortality according to age among the convicts in the Ajmer Central Jail during the year 193

1	2	3						4						5						6						7					
Serial Number	Name of Jail	Under 16 years						16 to 40 years						40 to 60 years						Over 60 years						TOTAL.					
		Average number *		Deaths		Ratio of deaths per mille of average No		Ave age number *		Deaths		Ratio of deaths per mille of average No		Average number *		Deaths.		Ratio of deaths per m lle of average No		Average number *		Deaths		Ratio of deaths per mille of average No		Average number *		Deaths		Ratio of deaths per mille of average No	
		M	F	M	F	M	F	M	F	M	F.	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
1	Ajmer Central Jail																														

* The average number must be obtained by means of a monthly census.

Superintendent, Central Jail, Ajmer.

AJMER JAIL OFFICE,
The 193 .

STATEMENT No. XVIII (VITAL).

Showing the mortality among the convicts in the Ajmer Central Jail during the year according to the length of time passed in Jail.

1	2	3 Under 6 months in Jail.						4 From 6 to 12 months.						5 From 1 to 2 years.						6 From 2 to 3 years.						7 From 3 to 7 years.						8 Over 7 years.						9
Serial Number.	Name of Jail.	Average Number. *		Deaths.		Ratio of deaths per mille of average number.		Average Number. *		Deaths.		Ratio of deaths per mille of average number.		Average Number. *		Deaths.		Ratio of deaths per mille of average number.		Average Number. *		Deaths.		Ratio of deaths per mille of average number.		Average Number. *		Deaths.		Ratio of deaths per mille of average number.		Average Number. *		Deaths.		Ratio of deaths per mille of average number.		REMARKS.
		M	F.	M.	F.	M.	F.	M.	F.	M.	F.	M	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M	F.	M.	F.	M.	F.	M.	F.	M.	F.	
1	Ajmer Central Jail.																																					

AJMER JAIL OFFICE : } The 193 }

* The average number must be obtained by means of a monthly census.

STATEMENT No XIX

Showing particulars regarding prisoners under trial in the Ajmer Central Jail during the year 193 .

1	2	3		4		5			6			7			8			9			10			11			12			13
Serial Number	Name of Jail.	Number remaining at close of previous year		Number received.		TOTAL.			Average daily number			RELEASED			Convicted and sentenced			Transferred			In Camp			DIED			Remaining on 31st December, 193			REMARKS
		M	F	M	F	M.	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	

AJMER JAIL OFFICE,

———————— 193 ,

Superintendent, Ajmer Central Jail.

STATEMENT No. B.

Showing the condition of prisoners discharged from the Central Jail, Ajmer, during the year 193 .

1	2	3					4					5
Number discharged during the year.	Number who had neither lost nor gained weight in Jail.	Number who gained weight.					Number who lost weight.					Remarks.
		Up to 1 lb.	From 1 to 5 lbs.	From 5 to 10 lbs.	Over 10 lbs.	Total.	Up to 1 lb.	From 1 to 5 lbs.	From 5 to 10 lbs.	Over 10 lbs.	Total.	

Superintendent, Ajmer Central Jail.

JMER CENTRAL JAIL.

Dated 193 .

Statement showing the balance in the process of manufacture Stock Book on 1st January 193 .

No.	Name of Articles.	Balance on				Remarks.
		1-1-193 .		31-12-193 .		
	TOTAL .					

Superintendent, Ajmer Central Jail.

*Statement showing the balance of raw material Stock on 1st January 193 ,
and 31st December 193 .*

No	Articles	Balance on						Remarks
		1st January 193			31st December 193 .			
	TOTAL .							

Superintendent,
Ajmer Central Jail.

Depreciation in the price of manufactured goods during the year 193 .

1

2

3

4

TOTAL .

Superintendent.

Statement showing the outstanding due to the Jail Factory on the 31st December 193 .

No.	Names.	Amount to be realised.			Remarks.
		Rs	As.	P.	

Superintendent, Jail ...

Statement showing the nature of the crimes for which convicts were imprisoned in the Central Jail, Ajmer, during the year,

The female column to be filled in *red ink.*

1 Serial No.	2 Chapter of Penal Code.	3 Sections.	4 Nature of Offences.	5 Convicts admitted to Jail during the year, under sentence not exceeding — A. One month. M.	A. One month. F.	B. Above one month and not exceeding three months. M.	B. F.	C. Above three months and not exceeding six months. M.	C. F.	D. Above six months and not exceeding one year. M.	D. F.	E. Above one year and not exceeding two years. M.	E. F.	F. Above two years and not exceeding five years. M.	F. F.	G. Above five years and not exceeding ten years. M.	G. F.	H. Exceeding ten years. M.	H. F.	I. Sentenced to transportation beyond seas. A. For life. M.	I. A. For life. F.	I. B. For a term. M.	I. B. For a term. F.	J. Sentenced to death. M.	J. F.	6 Total. M.	Total. F.	Total. Total	7 Remarks.
1	VI	All Sections .	Offences against the State .																										
2	VII	Do. .	Do. relating to the Army and Navy.																										
3	VIII	Do. .	Offences against the Public Tranquillity.																										
4	IX	162, 163, 170 and 171.	Offences by the others relating to public servants.																										
5	"	All other sections.	Offences by public servants .																										
6	X	All sections .	Contempt of the lawful authority of public servants.																										
7	XI	[illegible]	False evidence and the like, and false personation in a suit or criminal proceeding.																										

Statement showing the nature of the crimes for which convicts were imprisoned in the Central Jail, Ajmer, during the year, .

The female column to be filled in *red ink.*

1	2	3	4	5																						6			7
				Convicts admitted to Jail during the year, under sentence not exceeding																									
				A.		B.		C.		D.		E.		F.		G.		H.		I.				J.					
				One month.		Above one month and not exceeding three months.		Above three months and not exceeding six months.		Above six months and not exceeding one year.		Above one year and not exceeding two years.		Above two years and not exceeding five years.		Above five years and not exceeding ten years.		Exceeding ten years.		Sentenced to transportation beyond seas.				Sentenced to death.		Total.			
																				A. For life.		B. For a term.							
Serial No.	Chapter of Penal Code.	Sections.	Nature of Offences.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	Total.	Remarks.
1	VI	All Sections .	Offences against the State .																										
2	VII	Do. .	Do. relating to the Army and Navy.																										
3	VIII	Do. .	Offences against the Public Tranquillity.																										
4	IX	162, 163, 170 and 171.	Offences by the others relating to public servants.																										
5	"	All other sections.	Offences by public servants .																										
6	X	All sections .	Contempt of the lawful authority of public servants.																										
7	XI	193, 200 to 205.	False evidence and the like, and false personation in a suit or criminal proceeding.																										

1	2	3	4	5																						6			7
				Convicts admitted to Jail during the year, under sentence not exceeding.																									
				A.		B.		C.		D.		E.		F.		G.		H.		I. Sentenced to transportation beyond sea.				J.					
																				A.		B.							
Serial No.	Chapter of Penal Code.	Sections.	Nature of Offences.	One month.		Above one month and not exceeding three months.		Above three months and not exceeding six months.		Above six months and not exceeding one year.		Above one year and not exceeding two years.		Above two years and not exceeding five years.		Above five years and not exceeding ten years.		Exceeding ten years.		For life.		For a term.		Sentenced to death.		Total.			Remarks.
				M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	Total.	
22	XVI	304, 304 A, 305, 306 and 308.	Culpable homicide and attempt to commit the same and abetting suicide.																										
23	"	309 . .	Attempt to commit suicide .																										
24	"	311 . .	Being a thing . . .																										
25	"	312 to 318 .	Causing miscarriage, exposing children and concealment of birth of child.																										
26	"	323, 334, 352, 358 . .	Hurt and assaults, with or without provocation.																										
27	"	324, 333, 335, to 338.	Aggravated cases of hurt, all cases of grievous hurt and doing acts dangerous to human life.																										
28	"	341 to 348 .	Wrongful restraint and confinement.																										

29	XVI	354 to 357 .	Aggravated assault . .
30	,,	363 to 373 .	Kidnapping, abduction, selling minors to slavery
31	,,	374 . .	Unlawful compulsory labour
32	,,	376 . .	Rape . . . . .
33	,,	377 . .	Theft including theft in building and by servants, and breaking open closed receptacle
34	XVII	379 to 381, 461 and 462	Theft, including theft in building and by servants, and breaking open closed receptacle
35	,,	384 and 385 .	Extortion, unaggravated theft
36	,,	386 to 389 .	Do aggravated .
37	,,	392, 394 and 382	Robbery and aggravated theft
38	,,	395, 400 and 402	Dacoity . . . .
39	,,	403 and 404 .	Dishonest misappropriation .
40	,,	406 to 409 .	Criminal breach of trust .
41	,,	411 to 414	Receiving and concealing stolen property
42	,,	417 to 420 .	Cheating . . .
43	,,	421 to 424 .	Fradulent deeds and distribution
44	,,	426 to 440 .	Mischief . . . .

1	2	3	4	5																						6			7
				Convicts admitted to Jail during the year, under sentence *not* exceeding.																									
				A.		B.		C.		D.		E.		F.		G.		H.		I.				J.					
																				Sentenced to transportation beyond sea.									
																				A.		B.							
Serial No.	Chapter of Penal Code.	Sections.	Nature of Offences.	One month.		Above one month and not exceeding three months.		Above three months and not exceeding six months.		Above six months and not exceeding one year.		Above one year and not exceeding two years.		Above two years and not exceeding five years.		Above five years and not exceeding ten years.		Exceeding ten years.		For life.		For a term.		Sentenced to death.		Total.			Remarks.
				M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	Total.	
22	XVI	304, 304 A, 305, 306 and 308.	Culpable *homicide* and attempt to commit the same and abetting suicide.																										
23	,,	309	Attempt to commit suicide																										
24	,,	311	Being a thing																										
25	,,	312 to 318	Causing miscarriage, exposing children and concealment of birth of child.																										
26	,,	323, 334, 352, 355	Hurt and assaults, with or without provocation.																										
27	,,	324, 333, 335, to 338.	Aggravated cases of hurt, all cases of grievous hurt and *doing* acts dangerous to human life.																										
28	,,	341 to 348	Wrongful restraint and confinement.																										

29	XVI	354 to 357 .	Aggravated assault . .																									
30	"	*363 to 373* .	Kidnapping, abduction, selling minors to slavery.																									
31	"	374 . .	Unlawful compulsory labour																									
32	"	376 . .	Rape																									
33	"	377 . .	*Theft, including* theft in building and by servants, and breaking open closed receptacle																									
34	XVII	379 to 381, 461 and 462 .	Theft, including theft in building and by servants, and breaking open closed *receptacle*																									
35	"	384 and 385 .	Extortion, unaggravated theft																									
36	"	386 to 389 .	Do. aggravated .																									
37	"	392, 394 and 382.	Robbery and aggravated theft																									
38	"	395, 400 and 402	Dacoity																									
39	"	403 and 404 .	*Dishonest misappropriation* .																									
40	"	*406 to 409* .	*Criminal breach of trust* .																									
41	"	411 *to* 414 .	Receiving and concealing stolen property																									
42	"	417 to 420 .	Cheating																									
43	"	421 to 424 .	Fradulent deeds and distribution																									
44	"	426 to 440 .	Mischief																									

Serial No.	Chapter of Penal Code.	Sections.	Nature of Offences.	5. Convicts admitted to Jail during the year, under sentence not exceeding. A. One month.		B. Above one month and not exceeding three months.		C. Above three months and not exceeding six months.		D. Above six months and not exceeding one year.		E. Above one year and not exceeding two years.		F. Above two years and not exceeding five years.		G. Above five years and not exceeding ten years.		H. Exceeding ten years.		I. Sentenced to transportation beyond sea. A. For life.		I. Sentenced to transportation beyond sea. B. For a term.		J. Sentenced to death.		6. Total.			7. Remarks.
				M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	Total.	
22	XVI	304, 304 A, 307, 306 and 308.	Culpable homicide and attempt to commit the same and abetting suicide.																										
23	"	309	Attempt to commit suicide																										
24	"	311	Being a thing																										
25	"	312 to 318	Causing miscarriage, exposing children and concealment of birth of child.																										
26	"	323, 334, 352, 358	Hurt and assaults, with or without provocation.																										
27	"	324, 333, 335, to 338.	Aggravated cases of hurt, all cases of grievous hurt and doing acts dangerous to human life.																										
28	"	341 to 348	Wrongful restraint and confinement.																										

52	XXII	504 to 510 .	Criminal intimidation insult and annoyance.																										
53	C P. Code	107 to 119 .	Bad livelihood . . .																										
54	Penal Code	401 . .	*Belonging to a wandering gang of thieves.*																										
55	...	*All other* .	Offences																										
			TOTAL .																										

1	2	3	4	5																						6			7
				Convicts admitted to Jail during the year, under sentence not exceeding																									
				A.		B.		C.		D.		E.		F.		G.		H.		I.				J.					
																				Sentenced to transportation beyond sea.									
																				A.		B.							
Serial No.	Chapter of Penal Code.	Sections.	Nature of Offences.	One month.		Above one month and not exceeding three months.		Above three months and not exceeding six months.		Above six months and not exceeding one year.		Above one year and not exceeding two years.		Above two years and not exceeding five years.		Above five years and not exceeding ten years.		Exceeding ten years.		For life.		For a term.		Sentenced to death.		Total.			Remarks.
				M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	Total.	
45	XVII	447 and 448 .	Simple trespass and house-trespass.																										
46	"	449, 450, 459 and 460 .	House breaking in order to commit offences punishable with death or transportation for life and causing death or grievous hurt in house breaking.																										
47	"	451 to 458 .	House breaking and house trespass.																										
48	XVIII	463 to 489 .	Forgery and offences relating to trade and property marks.																										
49	XIX	490 to 492 .	Criminal breach of contract .																										
50	XX	493 to 498 .	Offences relating to marriage.																										
51	XXI	499 to 502 .	Defamation . . .																										

52	XXII	504 to 510 .	Criminal intimidation insult and annoyance																									
53	C P. Code	107 to 110 .	Bad livelihood . . .																									
54	Penal Code	401 . .	Belonging to a wandering gang of thieves.																									
55	...	*All other* .	Offences																									
			TOTAL .																									

ONERS.

Aggregate of	Daily	Ratio per cent				
ne died	ne died	Deaths	Admns	Daily		

† harks The cause of death shown here should be the same as that shown on page 1.

________________ *Medical Officer.*

Trichiniasis
Filariasis
Ankylostomiasis (Hookworm disease)
Schistosomiasis Bilharziasis
s due to infe
clazoan Path

II. What are the sanitary defects in—

Accommodation, of Dormitories, Factories, Hospitals, or Cells ?

Ventilation, of buildings and of site ?

Drainage, within and around the Jail ?

Conservancy? Specify system, means of removal and disposal of night-soil.

Personal cleanliness of Prisoners, including frequency of ablution and arrangement for drying after bathing.

Clothing and Bedding and arrangements for cleansing and disinfecting same ?

Diet as regards quantity and quality.

Labour ?

Water supply ? specify source, means of drawing, of storage, and of distribution.

Surrounding ? Distance of nearest inhabited site, etc.

* * * * * * *

(Under this head, beyond the details to be specified, a statement of any defect, only is required.)

IV. In addition to defects under the foregoing heads, were there any other local causes of disease? Character of Jail site, structure of buildings, any special meteorological features, etc., etc.

V. To what particular local or other conditions have the sickness and mortality been due ?

VI. Particulars of any transfers or liberations on account of sickness, stating the disease in question.

VII. Sanitary improvements effected during the year.

VIII. Recommendations to improve the Sanitation made during the year.

IX. Observations on any matters connected with the health of the prisoners not included in the above, *e.g.*, a statement of the condition of prisoners on admission, percentages of good, in different and bad, daily average or special (weak or infirm) gangs.

JAIL.

Dated *19* . *In Medical Charge.*

Remarks by Inspector General.

Inspector General of

Dated the *19* . *Prisons, Ajmer-Merwara.*

Statement showing particulars regarding Juveniles imprisoned in the Ajmer Central Jail during the year 193 .

Serial No.	Register No.	Names.	Age.	Class.	Number of previous convictions.	Father's Name.	Caste.	Nature of offence.	Terms.	Date of sentence.	Date of release.	Sentencing Officer.

Superintendent

Statement showing the expenditure of Contingencies and Establishment of all Lock-ups in the District of Ajmer-Merwara for the year 193 .

Months.	Amount of Contingencies.			Amount of the pay of Establishment.			REMARKS.
	Rs.	as.	p.	Rs.	as.	p.	
January . . .							
February . . .							
March							
April							
May							
June							
July							
August . . .							
September . . .							
October . . .							
November . . .							
December . . .							
TOTAL .							

No ....of 193 .

Dated Ajmer, the 193 .

Returned to the Superintendent, Central Jail, Ajmer, with reference to his memorandum-letter No. , dated the

Commissioner and
Inspector-General of Prisons,
Ajmer-Merwara, Ajmer.

Statement showing particulars regarding Lunatics confined in the Ajmer Central Jail during the year 193 .

Serial No	Date of Admission.	Name.	Parentage	Age years	Caste	Sex	Residence	From whom received (Authority)	Disease.	Remarks

Superintendent.

GENERAL SUMMARY.

Showing the Distribution of the Prisoners of all classes confined in the Ajmer Central Jail during the year 193 .

(*Vide* Instructions issued with Jail Department Circular No. 42 of 1885.)

1	2	3	4	5			6			7			8			9			10			11			12
Serial No.	Station.	Place of confinement.	Classes of Prisoners.	Remained at the commencement of the year.			Received during the year.			Total.			Discharged from all causes.			Remaining at the end of the year.			Daily average number of each class.			Total daily average of whole Jail.			Remarks.
				Male.	Female.	Total.	Male.	Female.	Total.	Male.	Female.	Total.	Male.	Female.	Total.	Male.	Female.	Total.	Male.	Female.	Total.	Male.	Female.	Total.	
	Ajmer.	Central Jail, Ajmer.	Convict . . .																						
			Under-trial . .																						
			Civil . . .																						
			Total .	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	

NOTE.—When Civil Prisoners are in a separate place of confinement and under some authority other than that of the Jail Department—such, for example, as the Nazir of the Civil Court—they should not be included in these Statements.

AJMER JAIL OFFICE.
The 193 .

Superintendent, Central Jail, Ajmer.

Jail Manual Form No 86

Statement showing figures drawn by the Superintendent, Central Jail, Ajmer, on the Pay Bill forms of Gazetted Officers and Establishment during the month of 193

Head of Accounts	Pay of Officers or Establishment	Progressive total up to .. 19	Drawn during 19	Progressive total up to 19
V B 1	*Pay of Officers (Permanent)*—			
	Jail duty allowance to Civil Surgeon (Gross) . . .			
	Leave salary . . .			
	Net (non voted)			
	(permanent) . . .			
V B 2 .	*Pay of Establishment*—			
	(Permanent and voted)			
	Pay of Jailors Clerk S A.S , Compounder and Warders (Gross) (voted) .			
	Leave salary . .			
	Net			
V C 1	*Pay of Jail Manufactures*—			
	(Voted and permanent)			
	Pay of Dyeing Master . .			
	Voted (Gross)			
	Leave salary			
	Net (permanent)			

No ... . *of 193* *Dated, Ajmer the* *193* .

Forwarded to the Commissioner and Inspector General of Prisons, Ajmer-Merwara, Ajmer, for information.

Superintendent, Ajmer Central Jail.

Jail Manual Form No. 87.

CENTRAL JAIL, AJMER:

Dated the 193 .

Acknowledgment of Permanent Advance.

I hereby acknowledge that the sum of Rs.

(..) only held by me as Permanent Advance on account of this office on the 1936, is due from and has to be accounted for by me as detailed below :—

Cash in hand..

Uncashed Vouchers...

TOTAL .

LT.-COL., I.M.S.,

Superintendent, Ajmer Central Jail.

No. *Dated the* 193 .

Forwarded to the Accountant General, Central Revenues, New Delhi, for favour of necessary action.

LT.-COL., I.M.S.,

Superintendent, Ajmer Central Jail.

Jail Manual Form No 83.

No . .. . of 193 .

Dated Ajmer, the 193 .

From

The Superintendent, Central Jail, Ajmer

To

The Commissioner and Inspector-General of Prisons,

Ajmer-Merwara, Ajmer.

SUBJECT —ANNUAL INSPECTION REPORT.

SIR,

I have the honour to state that I inspected the Office and Library and found the Office Files and Books in order. The old record has been weeded out according to paras. 952 & 953 of the Ajmer-Merwara Jail Manual.

I have the honour to be

Sir,

Your most obedient servant,

Superintendent, Central Jail,

Ajmer.

Jail Manual Form No. 89.

REVISING BOARD COMPLETION REPORT.

Date on which the Revising Board was held.........

—	Recommendation of the Board.		Government Orders.	
	Casual.	Habitual.	Casual.	Habitual.
To be postponed for 6 months . .				
Ditto 1 year . .				
Ditto indefinitely . .				
To be released conditionally .				
Ditto unconditionally .				
TOTAL .				

No.

OFFICE OF THE SUPERINTENDENT, CENTRAL PRISON

Dated, *the*

Forwarded to the Inspector-General of Prisons, United Provinces, for in

2. The orders of Government have been complied with.

Copy for information to :—

_______________ } *Members of*
_______________ } *Revising Board.*

DUPLICATE.

CONFIDENTIAL.

Jail Manual Form No. 90.

Casual / Habitual

REVISION OF SENTENCE SHEET.

Jail	Sentencing Officer & Case No.
No. & Name	Section
Father's Name	Sentence
Caste	Date of sentence
Present age	Number of previous convictions
Place of abode (Village, Thana and District)	Date of revision

SUPERINTENDENT'S REPORT.

Superintendent should prepare and submit the revision of sentence sheet of an "Habitual" convict to the District Authorities only when he can report favourably and justify consideration of the case.

		Y. M. D.
Physical and Mental condition	Period spent in Jail up to 31st January/July 193	—
Conduct	Remission earned	—
Effect of imprisonment undergone.	Opinion on the advisability of premature release.	—

Entries checked with warrants.

Date *Jailor.* *Superintendent of Jail.*

Superintendent of Police's remarks as to the convict's history previous to conviction with special reference to the probability of his home environments *leading to a relapse into crime.*	Magistrate's opinion as to the possibility of releasing the convict in advance of the expiry of his sentence. In giving their opinion Magistrates should take into consideration the circumstances of the crime.
Note.—Original remarks to be copied out and certified as true copies.	*Note.*—Original remarks to be copied out and certified as true copies.
Date *Superintendent of Police.*	*Date* *District Magistrate.*

RECOMMENDATIONS OF THE BOARD.

Postponed indefinitely.

Postponed for 6 Months. / 1 Year.

Recommended for release conditionally. / unconditionally.

Date *Member.* *Member.* *Chairman.*

Jail Manual Form No. 91.

We the undersigned beg to request that we have in the afternoon of this day, the ______________ 193 , made over and received charge of the post of Jailor, Central Jail, Ajmer, as per inventory of all property, stores, etc., in the immediate charge of the Jailor together with a certificate of the correctness of stock in charge of the other officials.

Relieved Officer. *Relieving Officer.*

Countersigned.

Superintendent, Central Jail, Ajmer.

No.................of 193 .

Dated Ajmer, the *193* .

Copy forwarded to the Commissioner and Inspector General of Prisons, Ajmer-Merwara, Ajmer, with reference to the correspondence resting with his...... ....193 .

Superintendent, Central Jail, Ajmer.

1. Manufactured Godown.
2. Factory Godown.
3. Carpentry Godown
4. Govt Property.
5. All registers and books relating to the above work.
6. Workshops.

Certified that the balance of stock in my charge are according to the stock books.

Deputy Jailor,
Central Jail, Ajmer.

Dated Ajmer, the 193 .

---

1. Grain, Ration and Fuel Godown
2. Prisoners' clothing, property and warrants, etc
3. Grass Godown.
4. Raw Material Godown.

Certified that the balance of stock in my charge are according to the stock books.

Assistant Jailor,
Central Jail, Ajmer.

Dated Ajmer, the 193 .

---

1. Postage Stamps
2. Clothing and bedding of prisoners
3. Completed record

Certified that the balance of stock in my charge are according to the stock book.

Clerk,
Central Jail, Ajmer.

Dated Ajmer, the 193 .

Certified that the balance of stock in my charge are according to the stock books.

Jail S. A. S.,

Dated Ajmer, the 193 .

Relieved Officer.

Relieving Officer.

Countersigned.

Superintendent,
Central Jail, Ajmer.

Dated Ajmer, the 193

Memo. of Ammunition and Arms in stock as it stood on the morning of
.................................the.......................................193 .

	In stock.	With Ch.H.W.
1. Muskets ·410 Bore with Pouches, Bayonets, Slings, etc., complete .		
2. Cartridges, S.A. Ball		
3. Cartridges, Blank		
4. Cartridges, Buckshot		

Made over and received as over.

Relieving Officer.

Officer.

Countersigned.

Superintendent, Central Jail, Ajmer.

Memo. of Cash Balance as it stood on the morning of............ .. ..
the. ... . *193* .

	Rs.	as.	p
1. Prison Cash Book			
2. Factory Cash Book			
3. Prisoner's Relief Fund			
TOTAL .			
1 Currency Notes			
2. Rupees			
3 Small Silver			
4. Nickel			
5 Copper			
6. Postage Stamps			
TOTAL .			

Made over and received as above.

Relieved Officer. *Relieving Officer.*

Countersigned.

Superintendent, Central Jail, Ajmer.

List of Prisoner's Property.

Serial No.	Register No.	Names.

The property of above named prisoners as detailed in their respective Warrants have been received and made over.

Jailor, Central Jail, Ajmer. *Jailor, Central Jail, Ajmer.*

Countersigned.

Superintendent, Central Jail, Ajmer.

Jail Manual Form No 92.

Statement showing the amount of dutiable Raw Material used in Articles sold to the public during the month of _________________193 , by the Ajmer Central Jail Factory.

Cotton yarn Mds. Srs. Chs
at Rs. per Md . . . . Rs

Raw Moonjh Mds. Srs. Chs.
at Rs. per Md . . . . Rs.

Woollen yarn Mds. Srs. Chs.
at Rs. per Md. . . . . Rs.

. . . . Rs

. . . . Rs.

. . . . Rs.

. . . . Rs.

. . . . Rs.

. . . . Rs.

No.............of 193 .

Dated Ajmer, the 193 .

Forwarded to the Octroi Superintendent, Municipal Committee, Ajmer, for favour of very early necessary action.

Jail Manual Form No. 95.

List of Establishment in Ajmer-Merwara as it stood on 1st April-October 19 . Under the Control of ——————

No.	Name.	Office to which attached (with date).	Present pay.	Date of birth.	Date of appointment.			1. Residence, 2. Religion, 3. Caste.	Educational and other qualifications also languages known.	Remarks.
					To present grade.	To present pay.	To Government service.			
1	2	3	4	5	6	7	8	9	10	11

Superintendent

Jail Manual Form No 00.

No.............of 19 .

From

The Superintendent, Central Jail, Ajmer.

To

The Commissioner & Inspector General of Prisons,

Ajmer-Merwara, Ajmer.

Dated Ajmer, the *19* .

Sir,

I have the honour to submit herewith the Jail Report on the Juvenile prisoners Ward together with the usual Statement for the year 19 .

I have the honour to be

Sir,

Your most obedient Servant

Jail Manual Form No. 00.

No.........of 19 .

Dated Ajmer, the 19 .

From

The Superintendent, Central Jail, Ajmer.

To

The Chief Medical Officer, Rajputana, Ajmer.

Sir,

I have the honour to submit the enclosed report on the Ajmer Central Jail Hospital with statement numbers X, XIII, XIV, and XV together with sanitary sheets in duplicate for the year 19 .

I have the honour to be,

Sir,

Your most obedient servant,

Superintendent.

No..................of 193 .

Dated Ajmer, the *193* .

From

The Superintendent, Central Jail, Ajmer.

To

The Commissioner, Ajmer-Merwara, Ajmer.

Sir,

I have the honour to submit in duplicate tables I to XII of the Ajmer Central Jail for the year 193 .

I have the honour to be,
Sir,
Your most obedient servant,

Superintendent.

No................. of 193 .

Dated Ajmer, the 193 .

FROM

The Superintendent, Central Jail, Ajmer.

TO

The Commissioner and Inspector General of Prisons,
Ajmer-Merwara, Ajmer.

SIR,

I have the honour to submit herewith the Jail Administration Report together with the usual statements for the year 193 .

I have the honour to be,
Sir,
Your most obedient servant,

Superintendent.

No.................of 193 .

Dated Ajmer, the *193* .

FROM

The Superintendent, Central Jail, Ajmer.

To

The District and Sessions Judge, Ajmer-Merwara, Ajmer.

SIR,

I have the honour to request you kindly to incorporate the following figures of Jail manufactures during the year......................in the statistical returns of criminal and civil justice for the year......................

1. Receipts . . . . Rs.
2. Expenditure . . . Rs.

I have the honour to be,
Sir,
Your most obedient servant,

Superintendent.

No................ of 193 .

Dated Ajmer, the 193 .

FROM

The Superintendent, Central Jail, Ajmer.

To

The Commissioner and Inspector General of Prisons,
Ajmer-Merwara, Ajmer.

SIR,

I have the honour to submit herewith the Jail Administration Report together with the usual statements for the year 193 .

I have the honour to be,
Sir,
Your most obedient servant,

Superintendent.

No.................of 193 .

Dated Ajmer, the 193 .

From

The Superintendent, Central Jail, Ajmer.

To

The District and Sessions Judge, Ajmer-Merwara, Ajmer.

Sir,

I have the honour to request you kindly to incorporate the following figures of Jail manufactures during the year......................in the statistical returns of criminal and civil justice for the year......................

1. Receipts . . . . Rs.
2. Expenditure . . . Rs.

I have the honour to be,
Sir,
Your most obedient servant,

Superintendent.

No........................of 193 .

From

The Superintendent, Central Jail, Ajmer.

To

The Executive Engineer, Ajmer Division, P.W.D., Ajmer.

Dated Ajmer, the 193 .

SUBJECT :—ANNUAL REPORT OF THE AJMER CENTRAL JAIL FOR THE YEAR 19 .

Sir,

I have the honour to request the favour of your kindly furnishing a statement showing the expenditure on account of Original Works and repairs to the Jail Buildings, Ajmer, from 1st January 19 to 31st December 19 to be included in the Annual Returns for the year 19 .

I have the honour to be,

Sir,

Your most obedient servant,

Superintendent.

No......................... of 193 .

From

The Superintendent, Central Jail, Ajmer.

To

The Commissioner and Inspector General of Prisons,

Ajmer-Merwara, Ajmer.

Dated Ajmer, the 193 .

Sir,

I have the honour to forward herewith a statement showing the maintenance charges of the Indian States prisoners confined in the Central Jail, Ajmer from the 1st January, 193 , to the 31st December, 193 , and to request that you will very kindly let me know the dates of recovery of the amounts mentioned in the statement from the states concerned.

I have the honour to be,

Sir,

Your most obedient servant,

LT. COL., I.M S.,

C... ... Jail, Ajmer.

Jail Manual Form No 00

No.........of 19 .

From

The Superintendent, Central Jail, Ajmer.

To

The District Magistrate, Ajmer-Merwara, Ajmer.

Dated Ajmer, the *19* .

SUBJECT —Annual Report of the Ajmer Central Jail for the year 19 .

Sir,

I have the honour to request the favour of your kindly filling in and returning the enclosed statement showing the expenditure on account of Contingencies and Establishment of Ajmer-Merwara Lockups for the year 19 to be included in the Annual Returns for the year 19 .

I have the honour to be,

Sir,

Your most obedient servant,

Superintendent.

No.... ... ...of 19

From

The Superintendent, Central Jail, Ajmer.

To

The Chief Medical Officer in Rajputana, Ajmer.

Sir,

I have the honour to submit herewith my Annual Report together with the usual statement on the treatment of Lunatics detained in the Ajmer, Central Jail for the year 19 .

I have the honour to be,

Sir,

Your most obedient servant,

Superintendent.

Jail Manual Form No 00.

No.........of 19 .

From

The Superintendent, Central Jail, Ajmer.

To

The District Magistrate, Ajmer-Merwara, Ajmer.

Dated Ajmer, the *19* .

SUBJECT —Annual Report of the Ajmer Central Jail for the year 19 .

Sir,

I have the honour to request the favour of your kindly filling in and returning the enclosed statement showing the expenditure on account of Contingencies and Establishment of Ajmer-Merwara Lockups for the year 19 to be included in the Annual Returns for the year 19 .

I have the honour to be,

Sir,

Your most obedient servant,

Superintendent.